

**Department of Social Services  
Support Divisions**

**Fiscal Year 2015 Budget Request**

**Brian Kinkade, Acting Director**

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# Department Of Social Services

## Supports Division

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# **Department Request Summary**

**DEPARTMENT OF SOCIAL SERVICES**  
**FISCAL YEAR 2015 SAM SECTION SUMMARY:**

H.B. Sec.	Dept Rank	Decision Item Name	2015 Department Request				
			FTE	GR	FF	OF	Total
11.005		<b>Office of the Director</b>					
	1	Core	3.25	141,977	143,809	44,074	329,860
	2	Pay Plan CTC	0.00	653	181	0	834
		<i>Total</i>	3.25	142,630	143,990	44,074	330,694
11.010		<b>Federal Grants and Donations</b>					
	1	Core	0.00	0	9,443,552	33,999	9,477,551
		<i>Total</i>	0.00	0	9,443,552	33,999	9,477,551
11.015		<b>Human Resource Center</b>					
	1	Core	11.52	285,236	230,505	0	515,741
	2	Pay Plan CTC		1,576	1,305	0	2,881
		<i>Total</i>	11.52	286,812	231,810	0	518,622
11.020		<b>Mo Medicaid Audit &amp; Compliance</b>					
	1	Core	82.00	1,397,297	2,411,380	482,879	4,291,556
	2	Pay Plan CTC		7,815	10,250	2,366	20,431
		<i>Total</i>	82.00	1,405,112	2,421,630	485,245	4,311,987
11.025		<b>Case Management System</b>					
	1	Core	0.00	0	0	0	0
		<i>Total</i>	0.00	0	0	0	0
		<b>Systems Management</b>					
	1	Core	0.00	621,718	2,271,468	0	2,893,186
	18	Systems Management Increase		61,977	1,698,108	0	1,760,085
		<i>Total</i>	0.00	683,695	3,969,576	0	4,653,271

**DEPARTMENT OF SOCIAL SERVICES  
FISCAL YEAR 2015 SAM SECTION SUMMARY:**

H.B. Sec.	Dept Rank	Decision Item Name	2015 Department Request				
			FTE	GR	FF	OF	Total
11.030		<b>Recovery Audit &amp; Compliance Contract</b>					
	1	Core	0.00	0	0	1,200,000	1,200,000
		<i>Total</i>	0.00	0	0	1,200,000	1,200,000
11.035		<b>Medicaid Error Prevention</b>					
	1	Core	0.00	0	0	5,000,000	5,000,000
		<i>Total</i>	0.00	0	0	5,000,000	5,000,000
11.040		<b>Finance and Administrative Services</b>					
	1	Core	72.00	2,210,542	1,295,009	1,565,458	5,071,009
	2	Pay Plan CTC		11,668	6,039	24	17,731
		<i>Total</i>	72.00	2,222,210	1,301,048	1,565,482	5,088,740
11.045		<b>Revenue Maximization</b>					
	1	Core	0.00	0	5,250,000	0	5,250,000
		<i>Total</i>	0.00	0	5,250,000	0	5,250,000
11.050		<b>Receipt &amp; Disbursement - Refunds</b>					
	1	Core	0.00	0	6,945,000	3,044,000	9,989,000
		<i>Total</i>	0.00	0	6,945,000	3,044,000	9,989,000
11.055		<b>Neglected &amp; Delinquent Children</b>					
	1	Core	0.00	1,900,000	0	0	1,900,000
		<i>Total</i>	0.00	1,900,000	0	0	1,900,000

**DEPARTMENT OF SOCIAL SERVICES**  
**FISCAL YEAR 2015 SAM SECTION SUMMARY:**

H.B. Sec.	Dept Rank	Decision Item Name
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2015 Department Request				
FTE	GR	FF	OF	Total

11.060

**Legal Services**

1	Core	125.97	1,686,797	3,710,800	849,444	6,247,041
2	Pay Plan CTC		10,487	16,927	3,329	30,743
	<i>Total</i>	125.97	1,697,284	3,727,727	852,773	6,277,784

*Supports Core Total*

294.74	8,243,567	31,701,523	12,219,854	52,164,944
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*Total Supports*

294.74	8,337,743	33,434,333	12,225,573	53,997,649
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# **Office of Director**



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>OFFICE OF DIRECTOR</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	172,750	1.89	106,261	1.61	106,261	1.61	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	6,274	0.08	70,112	0.72	142,612	0.72	0	0.00	
CHILD SUPPORT ENFORCEMENT FUND	28,858	0.31	30,633	0.92	30,633	0.92	0	0.00	
TOTAL - PS	207,882	2.28	207,006	3.25	279,506	3.25	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	37,936	0.00	35,716	0.00	35,716	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	656	0.00	1,197	0.00	1,197	0.00	0	0.00	
CHILD SUPPORT ENFORCEMENT FUND	0	0.00	13,441	0.00	13,441	0.00	0	0.00	
TOTAL - EE	38,592	0.00	50,354	0.00	50,354	0.00	0	0.00	
<b>TOTAL</b>	<b>246,474</b>	<b>2.28</b>	<b>257,360</b>	<b>3.25</b>	<b>329,860</b>	<b>3.25</b>	<b>0</b>	<b>0.00</b>	
<b>Pay Plan FY14-Cost to Continue - 0000014</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	653	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	181	0.00	0	0.00	
TOTAL - PS	0	0.00	0	0.00	834	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>834</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$246,474</b>	<b>2.28</b>	<b>\$257,360</b>	<b>3.25</b>	<b>\$330,694</b>	<b>3.25</b>	<b>\$0</b>	<b>0.00</b>	

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# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Office of Director

Budget Unit: 88712C

## 1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request			
	GR	Federal	Other	Total
PS	106,261	142,612	30,633	279,506
EE	35,716	1,197	13,441	50,354
PSD				
TRF				
Total	141,977	143,809	44,074	329,860
FTE	1.61	0.72	0.92	3.25

<b>Est. Fringe</b>	56,053	75,228	16,159	147,439
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Child Support Enforcement Collections Fund (0169)

	FY 2015 Governor's Recommendation			
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

## 2. CORE DESCRIPTION

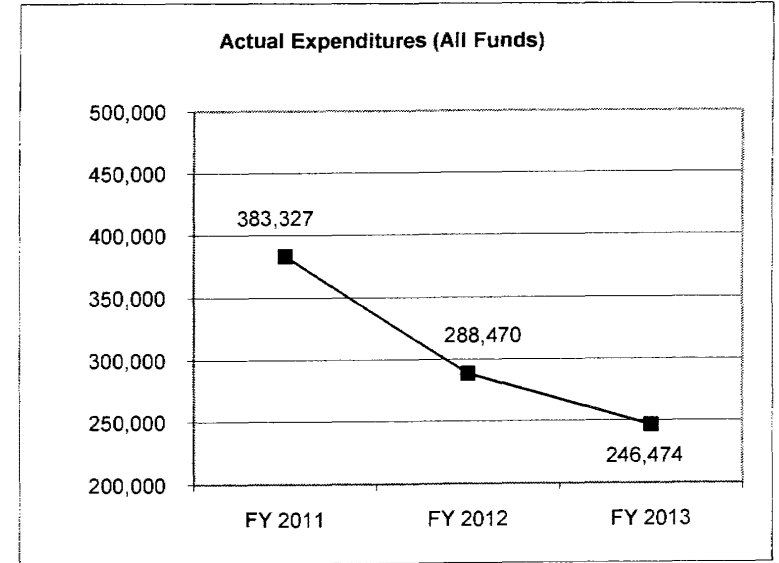
Core operating budget for the Office of the Director.

## 3. PROGRAM LISTING (list programs included in this core funding)

Office of the Director.

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	394,493	344,766	273,825	257,360
Less Reverted (All Funds)	(9,871)	(8,317)	(6,516)	N/A
Budget Authority (All Funds)	384,622	336,449	267,309	N/A
Actual Expenditures (All Funds)	383,327	288,470	246,474	N/A
Unexpended (All Funds)	1,295	47,979	20,834	N/A
Unexpended, by Fund:				
General Revenue	927	26,704	1	N/A
Federal	306	1,296	3,032	N/A
Other	62	19,979	17,801	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY11 Core reduction of \$69,602 in PS and \$4,568 E&E.

(2) FY12 Core reduction of \$49,612 in PS and \$115 in E&E. Agency Reserve of \$16,148 (E&E) in Child Support Enforcement.

(3) FY13 Agency Reserve of \$16,032 (E&E) in Child Support Enforcement.

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES**

**OFFICE OF DIRECTOR**

**5. CORE RECONCILIATION DETAIL**

		<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>								
		PS	3.25	106,261	70,112	30,633	207,006	
		EE	0.00	35,716	1,197	13,441	50,354	
		<b>Total</b>	<b>3.25</b>	<b>141,977</b>	<b>71,309</b>	<b>44,074</b>	<b>257,360</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	672 2956	PS	0.00	0	72,500	0	72,500	Reallocation from Family Support (\$24,167), Children's (\$24,167) and Youth Services (\$24,166) to reflect planned expenditures.
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>0</b>	<b>72,500</b>	<b>0</b>	<b>72,500</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	3.25	106,261	142,612	30,633	279,506	
		EE	0.00	35,716	1,197	13,441	50,354	
		<b>Total</b>	<b>3.25</b>	<b>141,977</b>	<b>143,809</b>	<b>44,074</b>	<b>329,860</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	3.25	106,261	142,612	30,633	279,506	
		EE	0.00	35,716	1,197	13,441	50,354	
		<b>Total</b>	<b>3.25</b>	<b>141,977</b>	<b>143,809</b>	<b>44,074</b>	<b>329,860</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>OFFICE OF DIRECTOR</b>								
<b>CORE</b>								
STATE DEPARTMENT DIRECTOR	120,289	1.00	120,228	1.00	120,250	1.00	0	0.00
DEPUTY STATE DEPT DIRECTOR	39,257	0.39	59,544	0.56	102,862	0.56	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	17,560	0.23	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	30,776	0.66	27,234	1.69	56,394	1.69	0	0.00
<b>TOTAL - PS</b>	<b>207,882</b>	<b>2.28</b>	<b>207,006</b>	<b>3.25</b>	<b>279,506</b>	<b>3.25</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	2,371	0.00	1,564	0.00	1,564	0.00	0	0.00
TRAVEL, OUT-OF-STATE	606	0.00	1,006	0.00	1,006	0.00	0	0.00
SUPPLIES	15,201	0.00	16,854	0.00	17,505	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	406	0.00	15,954	0.00	14,903	0.00	0	0.00
COMMUNICATION SERV & SUPP	8,795	0.00	11,438	0.00	11,438	0.00	0	0.00
PROFESSIONAL SERVICES	864	0.00	1,590	0.00	1,590	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	138	0.00	182	0.00	182	0.00	0	0.00
M&R SERVICES	5,629	0.00	586	0.00	986	0.00	0	0.00
OFFICE EQUIPMENT	1,258	0.00	15	0.00	15	0.00	0	0.00
OTHER EQUIPMENT	223	0.00	15	0.00	15	0.00	0	0.00
PROPERTY & IMPROVEMENTS	90	0.00	0	0.00	0	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	15	0.00	15	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	990	0.00	1,120	0.00	1,120	0.00	0	0.00
MISCELLANEOUS EXPENSES	2,021	0.00	15	0.00	15	0.00	0	0.00
<b>TOTAL - EE</b>	<b>38,592</b>	<b>0.00</b>	<b>50,354</b>	<b>0.00</b>	<b>50,354</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$246,474</b>	<b>2.28</b>	<b>\$257,360</b>	<b>3.25</b>	<b>\$329,860</b>	<b>3.25</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$210,686</b>	<b>1.89</b>	<b>\$141,977</b>	<b>1.61</b>	<b>\$141,977</b>	<b>1.61</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$6,930</b>	<b>0.08</b>	<b>\$71,309</b>	<b>0.72</b>	<b>\$143,809</b>	<b>0.72</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$28,858</b>	<b>0.31</b>	<b>\$44,074</b>	<b>0.92</b>	<b>\$44,074</b>	<b>0.92</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Office of Director**

### 1. What does this program do?

In its leadership role, the Office of the Director operates under the guiding principles of:

- Results
- Excellence in Service;
- Proficiency;
- Integrity; and
- Accountability

Nearly 7,160 employees in four program divisions (Children's Division, Family Support Division, Division of Youth Services and MO HealthNet Division) and two support divisions (Division of Finance and Administrative Services and Division of Legal Services) report to the Office of the Director. The Office of the Director oversees and coordinates the divisions' programs and services to meet Department goals that:

- Every Missouri child will be safe and live free from abuse and neglect.
- Every young person served by the Division of Youth Services (DYS) will become a productive citizen and lead a fulfilling life.
- Every MO HealthNet participant has access to high quality, cost effective health care.
- Every eligible Missourian has access to supports that assist them in overcoming barriers to self reliance.
- DSS will operate with responsiveness, accountability and respect for the public trust.

Department of Social Services current focus areas include:

- Implementing a multi-system approach to working with youth who crossover between child welfare and juvenile justice.
- Strengthening permanency outcomes for children placed in the Children's Division care and custody.
- Improving child safety and services, enabling families to remain intact.
- Reorganizing Family Support Division and Children's Division office space to ensure customer access to services, increase efficiencies in staff usage and realize cost savings.
- Streamlining operations (Family Support Division call center expansion) and increasing use of technology (imaging/document management and telehealth for Division of Youth Services youth) to support DSS goals.
- Increasing TANF (Temporary Assistance for Needy Families) work participation rate.
- Analyzing and revamping Medicaid reimbursement methodologies to manage costs and promote quality.
- Promoting electronic health records through Medicaid Health Information Technology incentives and by coordinating with Missouri Health Connection.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute RSMo. 660.010.

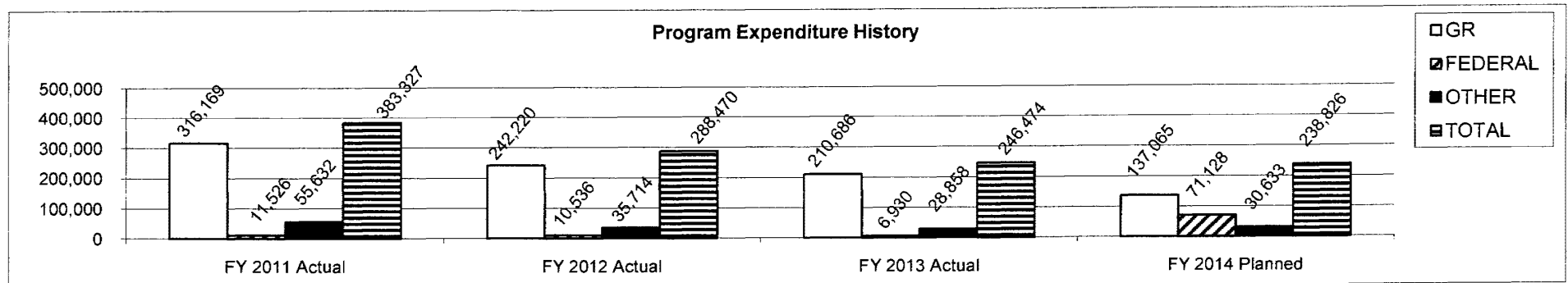
**3. Are there federal matching requirements? If yes, please explain.**

There is no federal matching requirement. However, expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reserves and reverted.  
Reverted: \$5,093; \$4,912 (General Revenue), \$181 Federal.  
Reserves: \$13,441 (Child Support Enforcement Collections Fund)

**6. What are the sources of the "Other" funds?**

Child Support Enforcement Collections Fund (0169)

**7a. Provide an effectiveness measure.**

The Office of the Director supports all Department of Social Services programs. Efficiency measures will be found in the departmental division sections.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Federal Grants and Donations**



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>FEDERAL GRANTS &amp; DONATIONS</b>									
<b>CORE</b>									
PERSONAL SERVICES									
DEPT OF SOC SERV FEDERAL & OTH	38,256	0.62	1	0.00	1	0.00	0	0.00	
FAMILY SERVICES DONATIONS	0	0.00	1	0.00	1	0.00	0	0.00	
TOTAL - PS	38,256	0.62	2	0.00	2	0.00	0	0.00	
EXPENSE & EQUIPMENT									
DEPT OF SOC SERV FEDERAL & OTH	1,051,801	0.00	2,617,251	0.00	2,617,251	0.00	0	0.00	
FAMILY SERVICES DONATIONS	0	0.00	13	0.00	13	0.00	0	0.00	
TOTAL - EE	1,051,801	0.00	2,617,264	0.00	2,617,264	0.00	0	0.00	
PROGRAM-SPECIFIC									
TEMP ASSIST NEEDY FAM FEDERAL	6,500,000	0.00	0	0.00	0	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	317,350	0.00	6,826,300	0.00	6,826,300	0.00	0	0.00	
FAMILY SERVICES DONATIONS	0	0.00	33,985	0.00	33,985	0.00	0	0.00	
TOTAL - PD	6,817,350	0.00	6,860,285	0.00	6,860,285	0.00	0	0.00	
<b>TOTAL</b>	<b>7,907,407</b>	<b>0.62</b>	<b>9,477,551</b>	<b>0.00</b>	<b>9,477,551</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$7,907,407</b>	<b>0.62</b>	<b>\$9,477,551</b>	<b>0.00</b>	<b>\$9,477,551</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

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# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Federal Grants and Donations

Budget Unit: 88722C

## 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS		1	1	2
EE		2,617,251	13	2,617,264
PSD		6,826,300	33,985	6,860,285
TRF				
Total		9,443,552	33,999	9,477,551

FTE 0.00

Est. Fringe	0	1	1	1
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Family Services Donation (0167)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				

FTE

Est. Fringe				
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

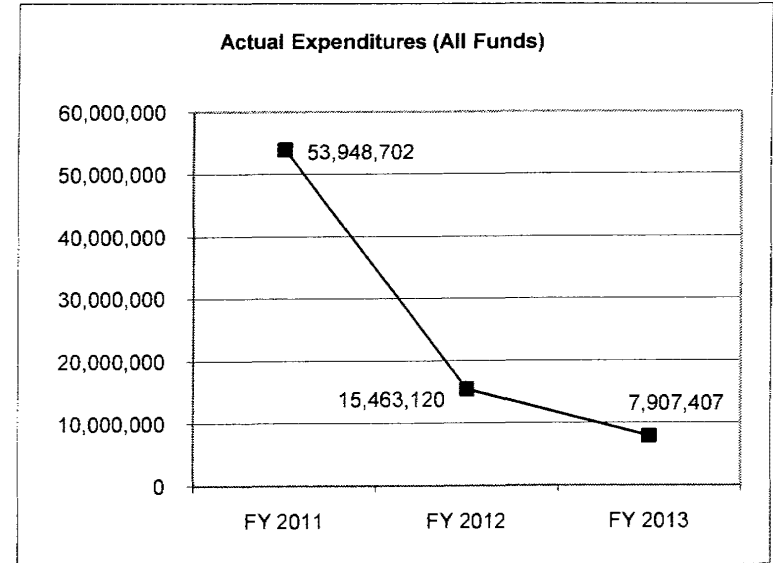
Core budget to receive and spend time limited grants or donations from federal, state or private sources.

## 3. PROGRAM LISTING (list programs included in this core funding)

Federal Grants and Donations

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	61,465,248	16,583,958	10,033,999	9,477,551
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	61,465,248	16,583,958	10,033,999	N/A
Actual Expenditures (All Funds)	53,948,702	15,463,120	7,907,407	N/A
Unexpended (All Funds)	7,516,546	1,120,838	2,126,592	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	7,491,548	309,331	2,092,593	N/A
Other	24,998	811,507	33,999	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

**(1)** FY 11 increased estimated appropriation to pass through payment for Fort Leonard Wood food services to support Blind Enterprise Program in FY11. Original appropriations total was \$5,954,958. E increase of \$41,942,745 federal fund 0610. E increase of \$13,567,545 federal fund 2292.

**(2)** FY 12 original appropriations total was \$5,954,958. E increase of \$2,149,000 federal fund 0610. E increase of \$1,900,000 fund 0254 for MHD housing grant to support Joplin tornado victims. E increase \$80,000 federal fund 2292. E increase \$6,500,000 federal fund 0199 for food banks, school-aged childcare, and mentoring services from TANF Contingency Fund.

**(3)** FY 13 transferred \$6,500,000 from 0610 federal funds to federal fund 0199 for food banks, school-aged childcare, and mentoring services from TANF Contingency Fund. Agency Reserve of \$23,999 for Family Services Donation Fund (0167).

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES  
FEDERAL GRANTS & DONATIONS**

**5. CORE RECONCILIATION DETAIL**

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PS	0.00	0	1	1	2	
	EE	0.00	0	2,617,251	13	2,617,264	
	PD	0.00	0	6,826,300	33,985	6,860,285	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,443,552</b>	<b>33,999</b>	<b>9,477,551</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PS	0.00	0	1	1	2	
	EE	0.00	0	2,617,251	13	2,617,264	
	PD	0.00	0	6,826,300	33,985	6,860,285	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,443,552</b>	<b>33,999</b>	<b>9,477,551</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	0.00	0	1	1	2	
	EE	0.00	0	2,617,251	13	2,617,264	
	PD	0.00	0	6,826,300	33,985	6,860,285	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,443,552</b>	<b>33,999</b>	<b>9,477,551</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FEDERAL GRANTS &amp; DONATIONS</b>								
<b>CORE</b>								
SPECIAL ASST PROFESSIONAL	27,506	0.37	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	10,750	0.25	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	2	0.00	2	0.00	0	0.00
<b>TOTAL - PS</b>	<b>38,256</b>	<b>0.62</b>	<b>2</b>	<b>0.00</b>	<b>2</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	8,915	0.00	27,786	0.00	5,001	0.00	0	0.00
TRAVEL, OUT-OF-STATE	8,489	0.00	8,317	0.00	8,317	0.00	0	0.00
SUPPLIES	4,588	0.00	200,001	0.00	200,001	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	5,865	0.00	80,001	0.00	80,001	0.00	0	0.00
COMMUNICATION SERV & SUPP	1,769	0.00	47,001	0.00	47,001	0.00	0	0.00
PROFESSIONAL SERVICES	1,001,027	0.00	2,080,149	0.00	2,102,934	0.00	0	0.00
M&R SERVICES	10,143	0.00	25,001	0.00	25,001	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	10,000	0.00	10,000	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	50,000	0.00	50,000	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	7,501	0.00	7,501	0.00	0	0.00
OTHER EQUIPMENT	5,835	0.00	38,001	0.00	38,001	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	2,501	0.00	2,501	0.00	0	0.00
BUILDING LEASE PAYMENTS	3,844	0.00	8,501	0.00	8,501	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2,501	0.00	2,501	0.00	0	0.00
MISCELLANEOUS EXPENSES	1,326	0.00	30,003	0.00	30,003	0.00	0	0.00
<b>TOTAL - EE</b>	<b>1,051,801</b>	<b>0.00</b>	<b>2,617,264</b>	<b>0.00</b>	<b>2,617,264</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	6,817,350	0.00	6,860,285	0.00	6,860,285	0.00	0	0.00
<b>TOTAL - PD</b>	<b>6,817,350</b>	<b>0.00</b>	<b>6,860,285</b>	<b>0.00</b>	<b>6,860,285</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$7,907,407</b>	<b>0.62</b>	<b>\$9,477,551</b>	<b>0.00</b>	<b>\$9,477,551</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$7,907,407</b>	<b>0.62</b>	<b>\$9,443,552</b>	<b>0.00</b>	<b>\$9,443,552</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$33,999</b>	<b>0.00</b>	<b>\$33,999</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Federal Grants and Donations**

**Program is found in the following core budget(s): Federal Grants and Donations**

### 1. What does this program do?

This appropriation provides the Department with a centralized administrative mechanism to receive and expend new grants as they become available during the fiscal year. The Division of Finance and Administrative Services coordinates the use of this authority for the Department as divisions pursue sources other than General Revenue for funding. New funding sources and new grants provide opportunities to sustain a level of service delivery and fund program development that will better serve Missourians. Without this appropriation, the Department would be forced to delay use of new grants and donations until emergency or supplemental appropriations are approved.

This appropriation is primarily used for one-time and/or time-limited federal grants and may support a wide variety of expenditures, including staff, if called on or required, for effective administration of the grant or donation. House Bill 11 language for this appropriation requires the Department to notify the General Assembly of any new funds and the purpose for which they will be expended. Multiple year grants that are first spent through this appropriation are transferred to the grantee Division's budget through the appropriation process when it is anticipated that funding will continue for years after the grant is first received. Exceptions to this rule are made in those cases when the Department is acting in an administrative capacity.

Awards utilizing this appropriation are:

Division	FY 15 Planned
FSD	
FSD	MEDES Donation
FSD	School Violence Hotline
CD	Adoption Incentives
CD	Diligent Recruitment
CD	Casey Family Services Grant
CD	
FSD	
FSD	
DLS	
MHD	
MHD	
MHD	
DYS	
DYS	

Awards which Utilized this appropriation in FY13 and FY 14 as of September 2013

FY13	FY14 YTD
ECF Contingency	
	- MEDES Donation
School Violence Hotline	School Violence Hotline
Adoption Incentives	Adoption Incentives
Diligent Recruitment	Diligent Recruitment
Casey Family Services Grant	Casey Family Services Grant
Child Nutrition Summer Demo Project	Child Nutrition Summer Demo Project
Amerigas	
Ferrellgas Settlement	
State Cyber Crime	
Money Follows The Person	
Adult Medicaid	
Health Information Exchange	
Title I	Title I
DYS Donations	DYS Donations

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 660 RSMo.

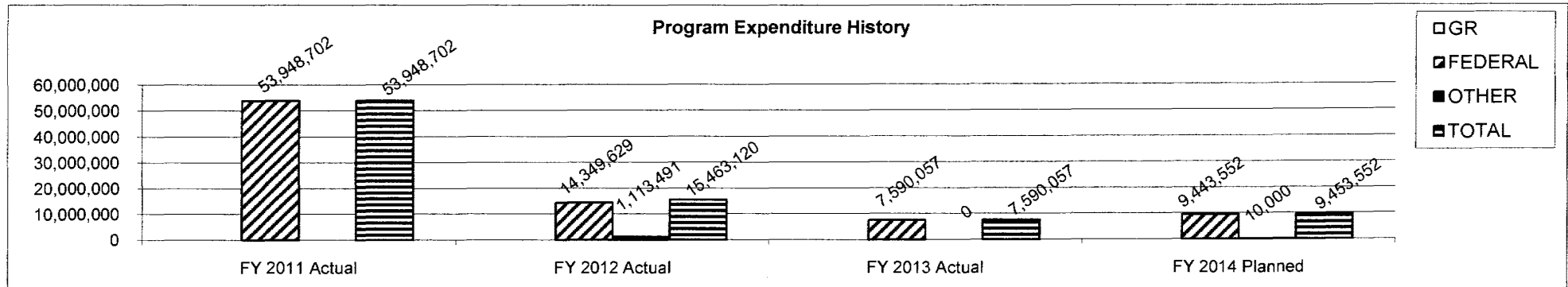
**3. Are there federal matching requirements? If yes, please explain.**

Some federal grants require a state match. State matches are paid from the grantee Division's budget. The percentage of required state match depends on the grant.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



FY11--Payments for Fort Leonard Wood food services Business Enterprises Program actual is \$27,556,934.

FY12--Business Enterprises Program was transferred to Family Support Division.

FY12--\$1,900,000 is Missouri Housing Authority Funds administered by MHDC for Joplin.

FY13- Agency reserve of \$23,999 (Other)

FY14- Planned expenditures are net reserves.

Reserves: \$23,999 (Other)

**6. What are the sources of the "Other " funds?**

Family Services Donation (0167) and Missouri Housing Trust (0254).

**7a. Provide an effectiveness measure.**

Effectiveness is measured in the division or program using the funds.

**7b. Provide an efficiency measure.**

Efficiency is measured in the division or program using the funds.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Human Resource Center**



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>HUMAN RESOURCE CENTER</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	281,625	5.71	273,474	6.30	273,474	6.30	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	166,309	3.39	194,616	5.22	194,616	5.22	0	0.00	
TOTAL - PS	447,934	9.10	468,090	11.52	468,090	11.52	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	12,078	0.00	11,762	0.00	11,762	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	30,849	0.00	35,889	0.00	35,889	0.00	0	0.00	
TOTAL - EE	42,927	0.00	47,651	0.00	47,651	0.00	0	0.00	
<b>TOTAL</b>	<b>490,861</b>	<b>9.10</b>	<b>515,741</b>	<b>11.52</b>	<b>515,741</b>	<b>11.52</b>	<b>0</b>	<b>0.00</b>	
<b>Pay Plan FY14-Cost to Continue - 0000014</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	1,576	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	1,305	0.00	0	0.00	
TOTAL - PS	0	0.00	0	0.00	2,881	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2,881</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$490,861</b>	<b>9.10</b>	<b>\$515,741</b>	<b>11.52</b>	<b>\$518,622</b>	<b>11.52</b>	<b>\$0</b>	<b>0.00</b>	

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# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Human Resource Center

Budget Unit: 88742C

## 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS	273,474	194,616		468,090
EE	11,762	35,889		47,651
PSD				
TRF				
Total	285,236	230,505		515,741
FTE	6.30	5.22		11.52

<b>Est. Fringe</b>	144,258	102,660	0	246,917
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

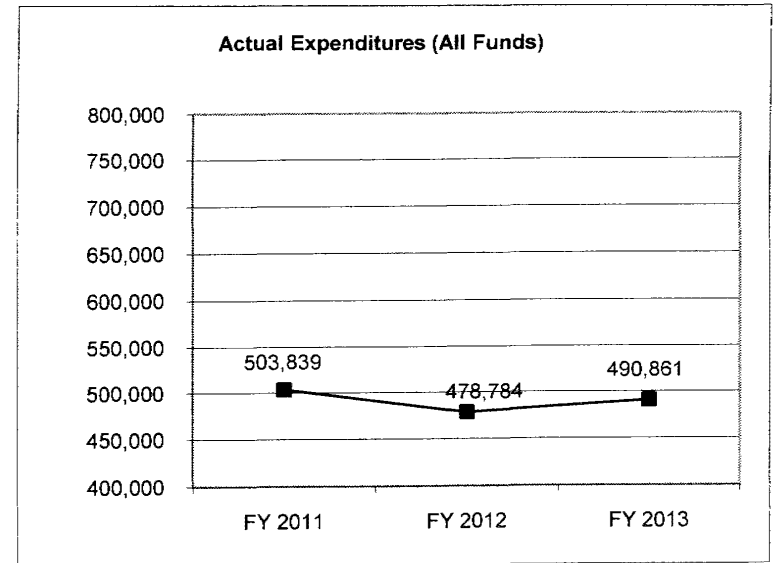
This appropriation provides core funding for the Human Resource Center (HRC). HRC is charged by the Department of Social Services (DSS) to plan, develop and implement a statewide human resource program giving direction and coordination to all divisions within the department.

## 3. PROGRAM LISTING (list programs included in this core funding)

Human Resource Center

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	526,079	525,826	533,096	515,741
Less Reverted (All Funds)	(9,133)	(8,960)	(9,088)	N/A
Budget Authority (All Funds)	516,946	516,866	524,008	N/A
Actual Expenditures (All Funds)	503,839	478,784	490,861	N/A
Unexpended (All Funds)	13,107	38,082	33,147	N/A
Unexpended, by Fund:				
General Revenue	4,060	18,883	139	N/A
Federal	9,047	19,199	33,008	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY11 - \$6,140 federal fund agency reserve for authority in excess of cash.

(2) FY12 - \$6,140 federal fund agency reserve for authority in excess of cash.

(3) FY13 - \$32,851 federal fund agency reserve.

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES**  
**HUMAN RESOURCE CENTER**

**5. CORE RECONCILIATION DETAIL**

			<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>									
			PS	11.52	273,474	194,616	0	468,090	
			EE	0.00	11,762	35,889	0	47,651	
			<b>Total</b>	<b>11.52</b>	<b>285,236</b>	<b>230,505</b>	<b>0</b>	<b>515,741</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Core Reallocation	555	9948	PS	0.00	0	0	0	0	
Core Reallocation	555	2996	PS	0.00	0	0	0	(0)	
<b>NET DEPARTMENT CHANGES</b>				<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	11.52	273,474	194,616	0	468,090	
			EE	0.00	11,762	35,889	0	47,651	
			<b>Total</b>	<b>11.52</b>	<b>285,236</b>	<b>230,505</b>	<b>0</b>	<b>515,741</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	11.52	273,474	194,616	0	468,090	
			EE	0.00	11,762	35,889	0	47,651	
			<b>Total</b>	<b>11.52</b>	<b>285,236</b>	<b>230,505</b>	<b>0</b>	<b>515,741</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>HUMAN RESOURCE CENTER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	7,181	0.21	0	0.00	34,104	1.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	5,257	0.22	25,666	2.32	5,407	1.32	0	0.00
PERSONNEL OFCR I	22,423	0.56	39,767	1.00	41,784	1.50	0	0.00
PERSONNEL OFCR II	4,305	0.08	4,333	0.10	4,333	0.10	0	0.00
HUMAN RELATIONS TECH	19,012	0.61	0	0.00	0	0.00	0	0.00
HUMAN RELATIONS OFCR I	41,718	1.12	76,850	2.00	76,850	2.00	0	0.00
HUMAN RELATIONS OFCR II	46,510	1.03	45,393	1.00	45,393	1.00	0	0.00
PERSONNEL ANAL I	10,092	0.25	0	0.00	0	0.00	0	0.00
PERSONNEL ANAL II	40,225	1.02	39,762	1.00	39,762	1.00	0	0.00
TRAINING TECH II	854	0.02	0	0.00	0	0.00	0	0.00
HUMAN RESOURCES MGR B2	134,157	2.00	116,043	2.00	134,212	2.00	0	0.00
HUMAN RESOURCES MGR B3	79,728	1.00	79,978	1.00	79,978	1.00	0	0.00
LEGAL COUNSEL	3,870	0.08	4,062	0.09	4,062	0.09	0	0.00
MISCELLANEOUS PROFESSIONAL	6,313	0.16	509	0.01	509	0.01	0	0.00
SPECIAL ASST OFFICE & CLERICAL	26,289	0.74	35,727	1.00	1,696	0.50	0	0.00
<b>TOTAL - PS</b>	<b>447,934</b>	<b>9.10</b>	<b>468,090</b>	<b>11.52</b>	<b>468,090</b>	<b>11.52</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	2,380	0.00	3,351	0.00	2,380	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	2	0.00	2	0.00	0	0.00
SUPPLIES	17,058	0.00	20,996	0.00	21,101	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	3,447	0.00	3,923	0.00	3,923	0.00	0	0.00
COMMUNICATION SERV & SUPP	7,399	0.00	9,455	0.00	9,455	0.00	0	0.00
PROFESSIONAL SERVICES	4,416	0.00	4,250	0.00	4,250	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	207	0.00	305	0.00	497	0.00	0	0.00
M&R SERVICES	338	0.00	1,486	0.00	1,486	0.00	0	0.00
OFFICE EQUIPMENT	5,199	0.00	3,707	0.00	4,378	0.00	0	0.00
OTHER EQUIPMENT	840	0.00	2	0.00	2	0.00	0	0.00
PROPERTY & IMPROVEMENTS	1,575	0.00	0	0.00	5	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	2	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2	0.00	2	0.00	0	0.00

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
HUMAN RESOURCE CENTER								
CORE								
MISCELLANEOUS EXPENSES	68	0.00	170	0.00	170	0.00	0	0.00
TOTAL - EE	42,927	0.00	47,651	0.00	47,651	0.00	0	0.00
GRAND TOTAL	\$490,861	9.10	\$515,741	11.52	\$515,741	11.52	\$0	0.00
GENERAL REVENUE	\$293,703	5.71	\$285,236	6.30	\$285,236	6.30		0.00
FEDERAL FUNDS	\$197,158	3.39	\$230,505	5.22	\$230,505	5.22		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

### 1. What does this program do?

The Human Resource Center plans, develops and implements statewide human resource programs; providing leadership, direction and coordination of related services and support to all divisions.

The quality and level of services provided to the public through Department of Social Services (DSS) programs are directly affected by the performance of each division's employees. The service and support functions provided by the Human Resource Center (HRC) are necessary to maintain a qualified and productive workforce and ensure compliance with applicable state and federal law. HRC's mission is to serve the divisions in a timely and responsible manner through training, guidance, and assistance, thus contributing to the retention and continuing development of a productive and harmonious workforce.

To assist the divisions in meeting their programmatic goals, HRC provides training, interpretive and technical assistance to staff ensuring personnel decisions are made and actions are taken within relevant guidelines including merit system rules and regulations, state and federal employment laws, state and federal civil rights laws, and administrative policies and procedures.

HRC uses its resources to:

- assure the department's compliance with state personnel law (merit system) and serve as liaison with the Office of Administration's Division of Personnel;
- develop and implement DSS administrative policies that are legally sound and support the work of DSS;
- administer personnel functions of employment, termination, promotion, compensation, performance appraisal, discipline and related activities directly for the MO HealthNet Division, Director's Office, and the support divisions and indirectly for the remaining divisions;
- provide advice, training, and consultation to staff to assure consistency among divisions and fair and equitable treatment of employees;
- maintain a high standard of case preparation and presentation of employee disciplinary actions before the Administrative Hearing Commission;
- provide representation of DSS before administrative bodies and court tribunals on personnel related issues;
- develop and provide training to all staff in areas such as new employee orientation, prevention of sexual harassment, workplace diversity, unlawful discrimination, labor relations, customer service, and employee and management development;
- assure department compliance with federal and state laws relating to equal employment opportunity, affirmative action, and provision of services;
- investigate allegations of unlawful discrimination and sexual harassment of DSS employees and clients;

- assist/coordinate workplace accommodations to employees pursuant to federal and state laws and departmental policies;
- provide technical assistance regarding civil rights, employment law and human resource issues to department and division personnel;
- serve as liaison for civil rights issues with other governmental agencies such as Equal Employment Opportunity Commission (EEOC), Missouri Commission on Human Rights (MCHR), United States Department of Agriculture (USDA), and Health and Human Services (HHS);
- conduct contract compliance audits on DSS vendors to ensure compliance with state and federal civil rights laws;
- provide technical assistance on civil rights issues to DSS vendors and service recipients;
- develop and provide assistance in the implementation of a department Workforce Diversity Plan and Program;
- work with management on organizational change/development issues;
- improve management/employee relations through fair and timely conflict resolution procedures including grievance mediation and management reviews;
- maintain and continue to enhance the Department's learning management system -- Employee Learning Center;
- maintain grievance, discipline, retention and employment analysis system to assist managers in identification of problem areas and staff needs;
- coordinate/assist in labor/management relations;
- coordinate and administer departmental employee award and recognition programs, unemployment benefits, workers' compensation claims and recruitment activities;
- develop and maintain an employment information website for DSS employees and the public;
- maintain official personnel records in a confidential and secure manner and receive and process fingerprint checks for DSS applicants, volunteers, interns, and contractors, when applicable.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: RSMo. 660.010

**3. Are there federal matching requirements? If yes, please explain.**

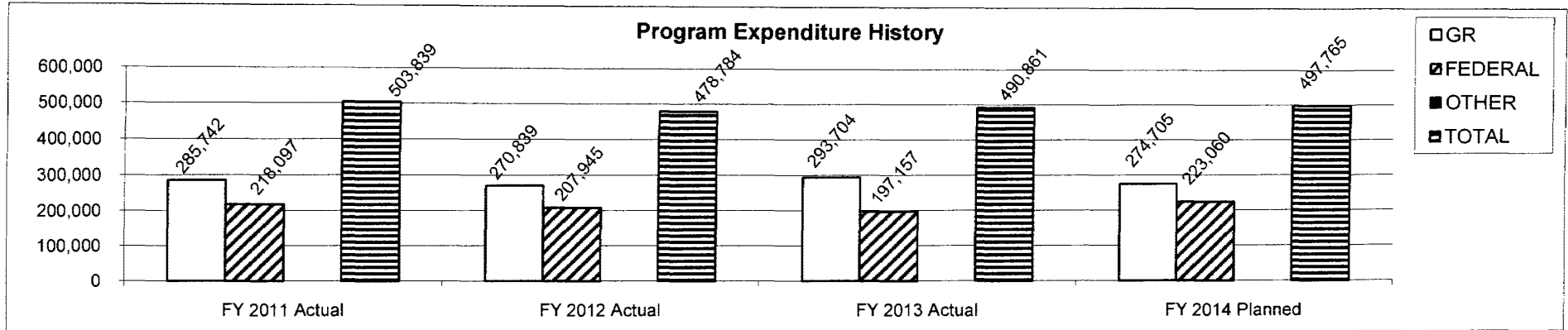
There is no matching requirement. However, expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

**4. Is this a federally mandated program? If yes, please explain.**

N/A



**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reserves and reverted.  
 Reverted: \$11,836; \$10,531 General Revenue and \$1,305 Federal.  
 Reserves: \$6,140 (Federal)

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

SFY	Number of Times the Employment Information Website is Accessed		Number of Employees participating in Employment-Related Training*		Percent of new employees attending orientation, sexual harassment and diversity sessions	
	Projected	Actual	Projected	Actual	Projected	Actual
2011	2,000,000	2,496,408	8,000**	7,210	94%	99%
2012	2,100,000	3,939,355	7,000**	7,513	95%	99%
2013	2,500,000	4,414,732	7,000	6,813	95%	99%
2014	3,500,000		7,000		97%	
2015	3,500,000		7,000		97%	
2016	3,500,000		7,000		97%	

\*Employees may receive more than one training class.

\*\*The projected number has been decreased as a result of budget reductions and fiscal restrictions.

**7b. Provide an efficiency measure.**

SFY	Number of employee grievances processed	
	Projected	Actual
2011	185	119
2012	165	121
2013	165	136
2014	165	
2015	165	
2016	165	

\*Does not include incident reports that were not processed through Central Accident Reporting Office.

**7c. Provide the number of clients/individuals served, if applicable.**

SFY	Number of DSS Employees*	
	Projected	Actual
2011	8,000	7,387
2012	7,358	7,320
2013	7,358	7,113
2014	7,358	
2015	7,358	
2016	7,358	

\*Number of employees employed as of June 30.

**7d. Provide a customer satisfaction measure, if available.**

SFY	Training Evaluation Rating Averages*	
	Projected	Actual
2011	4.41	4.52
2012	4.41	4.46
2013	4.41	4.48
2014	4.41	
2015	4.41	
2016	4.41	

\*Average based on scale of 1 to 5 with 5 being the best.

# **Missouri Medicaid Audit & Compliance**

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MO MEDICAID AUDIT &amp; COMPLIANCE</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	1,149,487	30.42	1,199,605	31.55	1,199,605	31.55	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	1,475,015	39.03	1,551,341	41.00	1,551,341	41.00	0	0.00
RECOVERY AUDIT AND COMPLIANCE	0	0.00	349,292	9.45	349,292	9.45	0	0.00
TOTAL - PS	2,624,502	69.45	3,100,238	82.00	3,100,238	82.00	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	474,365	0.00	503,160	0.00	197,692	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	1,125,073	0.00	1,642,507	0.00	860,039	0.00	0	0.00
RECOVERY AUDIT AND COMPLIANCE	0	0.00	82,087	0.00	82,087	0.00	0	0.00
MEDICAID PROVIDER ENROLLMENT	0	0.00	51,500	0.00	51,500	0.00	0	0.00
TOTAL - EE	1,599,438	0.00	2,279,254	0.00	1,191,318	0.00	0	0.00
<b>TOTAL</b>	<b>4,223,940</b>	<b>69.45</b>	<b>5,379,492</b>	<b>82.00</b>	<b>4,291,556</b>	<b>82.00</b>	<b>0</b>	<b>0.00</b>
<b>Pay Plan FY14-Cost to Continue - 0000014</b>								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	7,815	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	10,250	0.00	0	0.00
RECOVERY AUDIT AND COMPLIANCE	0	0.00	0	0.00	2,366	0.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	20,431	0.00	0	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>20,431</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,223,940</b>	<b>69.45</b>	<b>\$5,379,492</b>	<b>82.00</b>	<b>\$4,311,987</b>	<b>82.00</b>	<b>\$0</b>	<b>0.00</b>

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## CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** MO Medicaid Audit & Compliance (MMAC)

**Budget Unit:** 90043C

### 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS	1,199,605	1,551,341	349,292	3,100,238
EE	197,692	860,039	133,587	1,191,318
PSD				
TRF				
<b>Total</b>	<b>1,397,297</b>	<b>2,411,380</b>	<b>482,879</b>	<b>4,291,556</b>
<b>FTE</b>	<b>31.55</b>	<b>41.00</b>	<b>9.45</b>	<b>82.00</b>

<b>Est. Fringe</b>	632,792	818,332	184,252	1,635,376
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Recovery Audit and Compliance Fund (0974)  
 Medicaid Provider Enrollment (0990)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
<b>Total</b>				
<b>FTE</b>				

<b>Est. Fringe</b>				
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

### 2. CORE DESCRIPTION

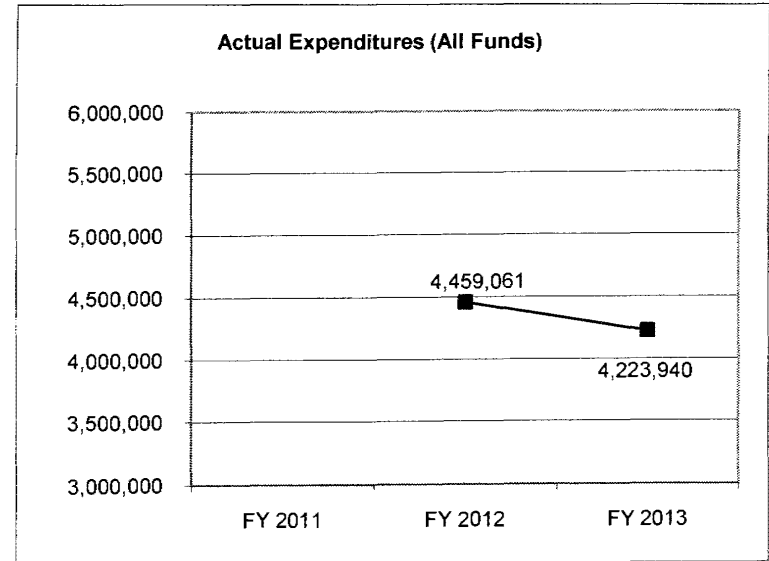
MO Medicaid Audit & Compliance (MMAC) mission is to enhance the integrity of the state Medicaid program by preventing and detecting fraudulent, abusive and wasteful practices within the program and recovering improperly expended funds while promoting high quality of patient care. This unit works to reduce costs, increase the efficiency of provider monitoring and assist providers with compliance. Executive initiatives include a disclosure protocol for providers to report and refund payments identified by providers as having been received in error; program weaknesses identified through MMAC's audit, investigation, data mining or compliance activities which result in fraud, or in services which fail to meet recognized business, financial or professional standards. MMAC also protects the integrity of the Medicaid program by enrolling providers, through a rigorous screening process. MMAC also has cooperative agreements with the Departments of Health and Senior Services and Mental Health to enhance the integrity of the waiver programs by preventing and detecting fraudulent, abusive and wasteful practices and recovering improperly expended funds while promoting high quality of patient care. MMAC is dedicated to preserving and protecting the Medicaid program for those in need, and to safeguard the state's taxpayers from fraud and abuse of Medicaid.

### 3. PROGRAM LISTING (list programs included in this core funding)

MO Medicaid Audit and Compliance

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)		5,082,774	5,342,072	5,379,492
Less Reverted (All Funds)		(472,705)	(50,647)	N/A
Budget Authority (All Funds)		4,610,069	5,291,425	N/A
Actual Expenditures (All Funds)		4,459,061	4,223,940	N/A
Unexpended (All Funds)		151,008	1,067,485	N/A
Unexpended, by Fund:				
General Revenue		50,408	13,730	N/A
Federal		100,600	573,830	N/A
Other		0	479,925	N/A
		(1)	(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY12 Federal Fund agency reserve of \$66,000. \$422,643 reverted in other funds because there can be no expenditures from the Recovery Audit and Compliance fund until there is money in the fund.

(2) FY13 Federal Fund agency reserve of \$562,000. \$428,425 reverted in other funds because there can be no expenditures from the Recovery Audit and Compliance fund until there is money in the fund.

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES**  
**MO MEDICAID AUDIT & COMPLIANCE**

**5. CORE RECONCILIATION DETAIL**

				<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>										
				PS	82.00	1,199,605	1,551,341	349,292	3,100,238	
				EE	0.00	503,160	1,642,507	133,587	2,279,254	
				<b>Total</b>	<b>82.00</b>	<b>1,702,765</b>	<b>3,193,848</b>	<b>482,879</b>	<b>5,379,492</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	675	7963		PS	(0.00)	0	0	0	0	
Core Reallocation	675	8028		PS	0.00	0	0	0	(0)	
Core Reallocation	675	7967		PS	(0.00)	0	0	0	0	
Core Reallocation	676	8030		EE	0.00	0	(782,468)	0	(782,468)	Core reallocation to Systems Management.
Core Reallocation	676	7964		EE	0.00	(305,468)	0	0	(305,468)	Core reallocation to Systems Management.
<b>NET DEPARTMENT CHANGES</b>					<b>(0.00)</b>	<b>(305,468)</b>	<b>(782,468)</b>	<b>0</b>	<b>(1,087,936)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				PS	82.00	1,199,605	1,551,341	349,292	3,100,238	
				EE	0.00	197,692	860,039	133,587	1,191,318	
				<b>Total</b>	<b>82.00</b>	<b>1,397,297</b>	<b>2,411,380</b>	<b>482,879</b>	<b>4,291,556</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				PS	82.00	1,199,605	1,551,341	349,292	3,100,238	
				EE	0.00	197,692	860,039	133,587	1,191,318	
				<b>Total</b>	<b>82.00</b>	<b>1,397,297</b>	<b>2,411,380</b>	<b>482,879</b>	<b>4,291,556</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MO MEDICAID AUDIT &amp; COMPLIANCE</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	2,511	0.12	0	0.00	0	0.00
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	51,436	1.88	33,706	1.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	52,129	1.87	56,835	3.00	53,784	2.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	19,436	0.87	22,678	1.00	22,678	1.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	34,977	1.40	50,636	2.00	50,636	2.00	0	0.00
ACCOUNT CLERK II	0	0.00	24,522	1.00	0	0.00	0	0.00
AUDITOR II	38,009	1.00	38,293	1.00	38,293	1.00	0	0.00
ACCOUNTANT I	30,144	1.00	34,091	1.00	34,091	1.00	0	0.00
EXECUTIVE I	29,396	1.00	0	0.00	20,241	1.00	0	0.00
MANAGEMENT ANALYSIS SPEC II	40,983	1.00	41,266	1.00	41,266	1.00	0	0.00
HEALTH PROGRAM REP III	26,117	0.61	42,795	1.00	42,795	1.00	0	0.00
ADMINISTRATIVE ANAL I	38,317	1.30	57,884	2.00	57,884	2.00	0	0.00
ADMINISTRATIVE ANAL II	22,933	0.70	0	0.00	65,808	2.00	0	0.00
MEDICAL TECHNOLOGIST I	0	0.00	4,050	0.42	32,284	1.00	0	0.00
REGISTERED NURSE II	0	0.00	8,231	0.23	0	0.00	0	0.00
REGISTERED NURSE III	0	0.00	5,190	0.23	0	0.00	0	0.00
REGISTERED NURSE IV	0	0.00	6,144	0.12	52,426	1.00	0	0.00
REGISTERED NURSE SENIOR	179,826	4.20	139,693	4.00	215,030	5.00	0	0.00
REGISTERED NURSE - CLIN OPERS	51,331	0.98	55,920	1.00	55,920	1.00	0	0.00
REGISTERED NURSE SUPERVISOR	41,306	0.80	0	0.00	0	0.00	0	0.00
AGING PROGRAM SPEC I	0	0.00	41,266	1.00	0	0.00	0	0.00
PROGRAM DEVELOPMENT SPEC	40,983	1.00	0	0.00	0	0.00	0	0.00
INVESTIGATOR II	268,368	6.60	240,383	6.00	181,191	7.00	0	0.00
INVESTIGATOR III	42,330	0.96	32,250	1.00	32,250	1.00	0	0.00
CORRESPONDENCE & INFO SPEC I	68,128	2.00	68,684	2.00	68,684	2.00	0	0.00
MEDICAID PHARMACEUTICAL TECH	0	0.00	30,948	1.00	0	0.00	0	0.00
MEDICAID CLERK	267,735	9.68	194,036	10.00	303,458	11.00	0	0.00
MEDICAID TECHNICIAN	87,957	2.55	134,864	4.00	31,398	1.00	0	0.00
MEDICAID SPEC	791,309	20.95	1,078,709	24.00	964,963	24.00	0	0.00
MEDICAID UNIT SPV	143,585	3.15	186,907	4.00	186,907	4.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	71,641	1.49	92,510	2.00	36,510	1.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	4,667	0.09	0	0.00	56,000	1.00	0	0.00



# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MO MEDICAID AUDIT &amp; COMPLIANCE</b>								
<b>CORE</b>								
INVESTIGATION MGR B1	2,334	0.04	0	0.00	41,266	1.00	0	0.00
REGISTERED NURSE MANAGER B2	2,334	0.04	0	0.00	56,000	1.00	0	0.00
HEALTH & SENIOR SVCS MANAGER 1	0	0.00	54,607	1.00	0	0.00	0	0.00
SOCIAL SERVICES MNGR, BAND 2	0	0.00	60,472	1.00	0	0.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	82,092	1.00	0	0.00	82,342	1.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	82,342	1.00	82,342	1.00	0	0.00
MISCELLANEOUS PROFESSIONAL	10,967	0.23	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	129,590	2.73	160,085	3.00	160,085	3.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	5,578	0.21	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>2,624,502</b>	<b>69.45</b>	<b>3,100,238</b>	<b>82.00</b>	<b>3,100,238</b>	<b>82.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	58,354	0.00	79,345	0.00	54,125	0.00	0	0.00
TRAVEL, OUT-OF-STATE	4,857	0.00	14,381	0.00	4,857	0.00	0	0.00
SUPPLIES	43,097	0.00	8,840	0.00	13,097	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	1,595	0.00	2,080	0.00	2,413	0.00	0	0.00
COMMUNICATION SERV & SUPP	26,874	0.00	2,733	0.00	26,874	0.00	0	0.00
PROFESSIONAL SERVICES	72,027	0.00	1,531,550	0.00	436,469	0.00	0	0.00
M&R SERVICES	1,369,866	0.00	630,000	0.00	630,000	0.00	0	0.00
OFFICE EQUIPMENT	18,157	0.00	4,999	0.00	18,157	0.00	0	0.00
OTHER EQUIPMENT	357	0.00	0	0.00	0	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,540	0.00	1,540	0.00	0	0.00
MISCELLANEOUS EXPENSES	4,254	0.00	3,786	0.00	3,786	0.00	0	0.00
<b>TOTAL - EE</b>	<b>1,599,438</b>	<b>0.00</b>	<b>2,279,254</b>	<b>0.00</b>	<b>1,191,318</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,223,940</b>	<b>69.45</b>	<b>\$5,379,492</b>	<b>82.00</b>	<b>\$4,291,556</b>	<b>82.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$1,623,852</b>	<b>30.42</b>	<b>\$1,702,765</b>	<b>31.55</b>	<b>\$1,397,297</b>	<b>31.55</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$2,600,088</b>	<b>39.03</b>	<b>\$3,193,848</b>	<b>41.00</b>	<b>\$2,411,380</b>	<b>41.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$482,879</b>	<b>9.45</b>	<b>\$482,879</b>	<b>9.45</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Office of Director**

**Program is found in the following core budget(s): MO Medicaid Audit & Compliance (MMAC)**

### **1. What does this program do?**

MO Medicaid Audit & Compliance (MMAC) is a consolidation of staff from the Department of Social Services (DSS), the Department of Mental Health (DMH), and the Department of Health and Senior Services (DHSS) that work to increase the number of program staff with clinical expertise who can better identify issues with patient care and claim irregularities. Employees of the unit investigate and audit providers and work with contractors who provide recovery audit services to identify and recoup program overpayments billed by providers. The MMAC focuses on providing education to assist providers with understanding the requirements of the Medicaid program.

The MMAC seeks to ensure appropriate amounts are paid to legitimate providers for appropriate and reasonable services provided to eligible participants. The unit monitors Medicaid program compliance by providers and participants. The unit conducts post-payment reviews of MO HealthNet claims to assure that appropriate payments are made and that providers are billing and providing services in accordance with federal and state regulations.

The MMAC determines what enforcement activities to pursue following unit audits and investigations. These enforcement activities range from education, demand of repayment, program suspension, closed-end agreements, prepayment review, participant lock-in, and referrals to the Attorney General's Office Medicaid Fraud Control Unit (MFCU).

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Federal law: Social Security Act Section 1902(a)(4), 1903(i)(2), and 1909; Federal regulations: 42 CFR, Part 455

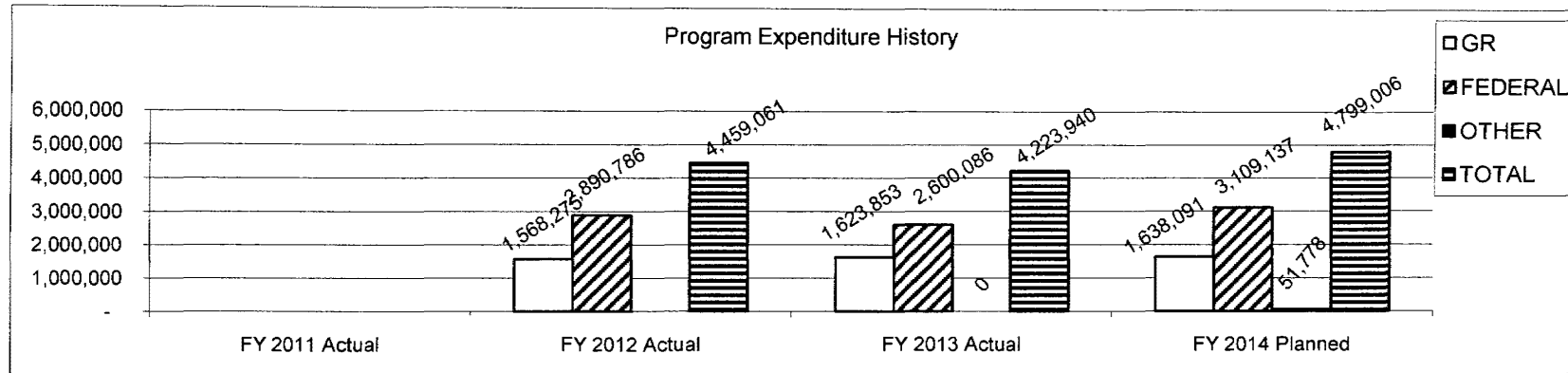
### **3. Are there federal matching requirements? If yes, please explain.**

MMAC expenditures earn a 50% federal match. MMAC clinical staff and provider enrollment staff earn 75%

### **4. Is this a federally mandated program? If yes, please explain.**

Yes. The Social Security Act requires states to report fraud and abuse information and have a method to verify whether services reimbursed by Medicaid were actually furnished to recipients.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reserves and reverted.  
 Reverted: \$86,061 (\$64,674 General Revenue, \$18,711 Federal and \$2,676 Other)  
 Reserves: \$494,425 (\$66,000 Federal and \$428,425 Other)

**6. What are the sources of the "Other " funds?**

Recovery Audit and Compliance Fund (0974) and Medicaid Provider Enrollment Fund (0990).

**7a. Provide an effectiveness measure.**

SFY	FFS Audit Recoveries		# of FFS Audits		Cost Avoidance		Average Recovery per Audit	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
*FY2011	\$8,357,618	\$8,239,318	1,159	1,139	\$40,024,215	\$40,024,215	\$41,744	\$42,374
* FY2012	\$8,357,618	\$18,181,480	1,159	1,474	\$40,024,215	\$34,674,811	\$41,744	\$35,859
FY2013	\$18,181,480	\$32,767,892	1,474	1,875	\$34,674,811	\$47,379,710	\$35,859	\$42,745
FY2014	\$32,767,892		1,875		\$47,379,710		\$42,745	
FY2015	\$32,767,892		1,875		\$47,379,710		\$42,745	
FY2016	\$32,767,892		1,875		\$47,379,710		\$42,745	

\*FY2011 recoveries were changed to reflect the State Program Integrity Assessment figures reported to CMS

\*FY2012 represents the first year Program Integrity functioning solo apart from MO HealthNet and repurposing the unit.

Cost avoidance is the calculation based upon the identified improper payment amount and the number of days for a total of 365 days worth of savings from avoiding the same identified error.

**7b. Provide an efficiency measure.**

SFY	Number of Reports Produced		Disclosure Information Obtained		Number of Referrals Received	
	Projected	Actual	Projected	Actual	Projected	Actual
FY2011	22,852	22,852	1,970	1,970	7,003	7,003
FY2012*	22,852	2,112	1,970	7,788	7,003	4,431
FY2013	2,218	2,178	8,177	6,057	4,653	3,345
FY2014	2,178		6,057		3,345	
FY2015	2,178		6,057		3,345	
FY2016	2,178		6,057		3,345	

\*FY2012 represents the first year Program Integrity functioning solo apart from MO HealthNet and repurposing the unit.

Note: Reports are from dashboards, exception reports, adhoc reports and cyber access reports.

Information are from audits, quality assurance, cross overs and self disclosures

Referrals are from complaints, Mental Health, Health and Senior Services, Managed Care, Investigations, Hot Line calls.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Case Management System**

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>CASE MANAGEMENT SYSTEM</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	5,110	0.00	316,250	0.00	0	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	1,489,000	0.00	0	0.00	0	0.00
TOTAL - EE	5,110	0.00	1,805,250	0.00	0	0.00	0	0.00
TOTAL	5,110	0.00	1,805,250	0.00	0	0.00	0	0.00
GRAND TOTAL	\$5,110	0.00	\$1,805,250	0.00	\$0	0.00	\$0	0.00

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# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Case Management System

Budget Unit: 90046C

## 1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request			
	GR	Federal	Other	Total
PS				
EE				
PSD	0	0		
TRF				
Total	0	0		0
FTE				0.00

<b>Est. Fringe</b>	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

	FY 2015 Governor's Recommendation			
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

## 2. CORE DESCRIPTION

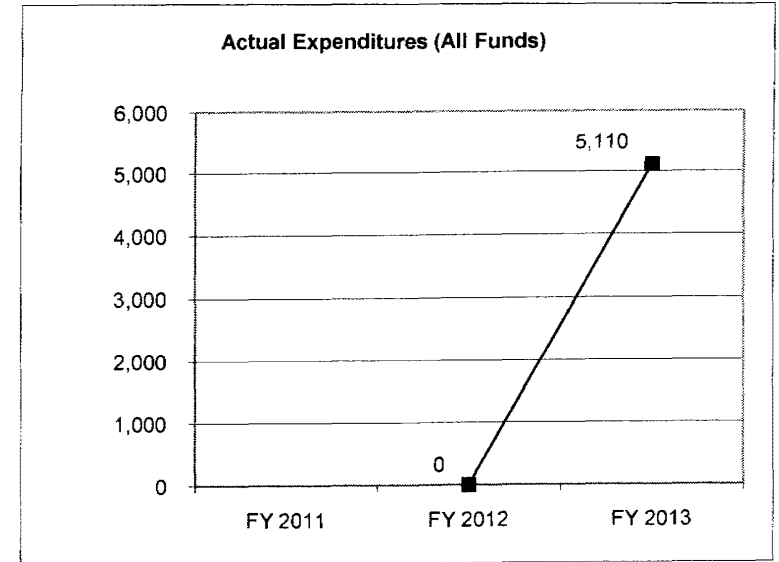
This funding was core reallocated to Sysytems Managment.

## 3. PROGRAM LISTING (list programs included in this core funding)

Case Management System

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)		2,000,000	1,805,250	1,783,112
Less Reverted (All Funds)		(12,405)	(9,488)	N/A
Budget Authority (All Funds)		1,987,595	1,795,762	N/A
Actual Expenditures (All Funds)		0	5,110	N/A
Unexpended (All Funds)		1,987,595	1,790,652	N/A
Unexpended, by Fund:				
General Revenue		401,095	301,652	N/A
Federal		1,586,500	1,489,000	N/A
Other		0	0	N/A
		(1)	(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY12 lapse due to timeliness of the Request For Proposal (RFP).

(2) FY13 lapse due to imliness of the Request For Proposal (RFP).



**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES**

**CASE MANAGEMENT SYSTEM**

**5. CORE RECONCILIATION DETAIL**

				<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>										
				EE	0.00	316,250	1,489,000	0	1,805,250	
				<b>Total</b>	<b>0.00</b>	<b>316,250</b>	<b>1,489,000</b>	<b>0</b>	<b>1,805,250</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	716	8131		EE	0.00	0	(1,489,000)	0	(1,489,000)	Core reallocation to Systems Management.
Core Reallocation	716	8045		EE	0.00	(316,250)	0	0	(316,250)	Core reallocation to Systems Management.
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>(316,250)</b>	<b>(1,489,000)</b>	<b>0</b>	<b>(1,805,250)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				EE	0.00	0	0	0	0	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				EE	0.00	0	0	0	0	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
CASE MANAGEMENT SYSTEM								
CORE								
COMPUTER EQUIPMENT	5,110	0.00	1,805,250	0.00	0	0.00	0	0.00
TOTAL - EE	5,110	0.00	1,805,250	0.00	0	0.00	0	0.00
GRAND TOTAL	\$5,110	0.00	\$1,805,250	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$5,110	0.00	\$316,250	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$1,489,000	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Case Management System**

### **1. What does this program do?**

For Title XIX purposes, "systems mechanization" and "mechanized claims processing and information retrieval systems" are identified in section 1903(a)(3) of the Act and defined in regulation at 42 CFR 433.111. The objectives of this system and its enhancements include the Title XIX program control and administrative costs; service to recipients, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control.

The web-based application would allow for the random changes required in the Health Care industry and allow the State to be in compliance and proactive with many of the guidelines coming forth regarding requirements of electronic health records, mandatory exclusions database, and ownership and disclosure information of Medicaid providers.

The fraud and abuse application must have the ability for document scanning, workflow tracking, and querying/reporting capabilities. Department of Social Services will utilize these applications to monitor and validate the activities of the Recovery Audit Contractors. The fraud and abuse application must be able to record time spent and costs associated with investigations, audits, and recoveries. In addition, the application must allow for real-time claims analysis to recognize improper payments, fraudulent practices or abusive billing practices. It is desirable to have an application that can reconcile payments with funding sources at the time the overpayment occurred. Medicaid has different Federal match rates for different Medicaid eligibility packages.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Social Security Act, Section 1903 (a) (3); 42 CFR 43.111.

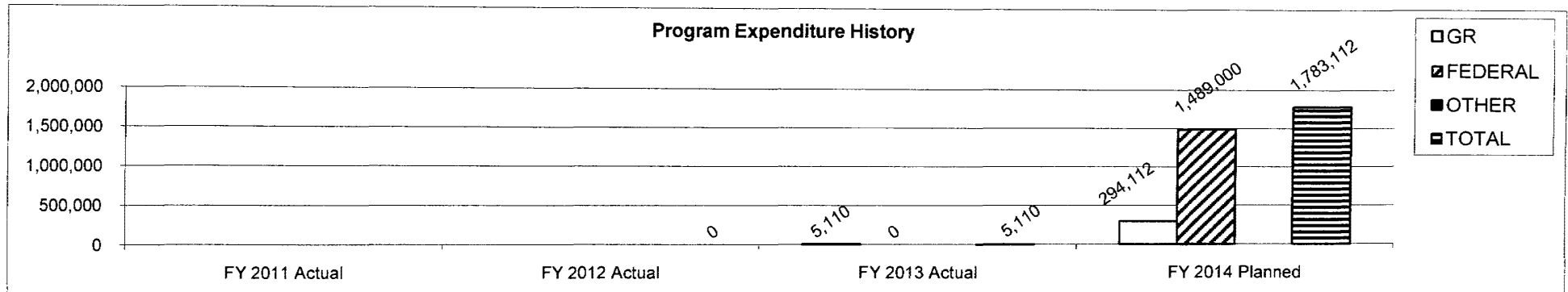
### **3. Are there federal matching requirements? If yes, please explain.**

Public Law 92-603 was enacted in which Section 235 provided for 90-percent Federal financial participation (FFP) for design, development, or installation, and 75-percent FFP for operation of state mechanized claims processing and information retrieval systems approved by the Centers for Medicare and Medicaid Services. Implementing regulation, 45 CFR 250.90 and 42 CFR 433, subpart C.

### **4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reverted.  
 Reverted: \$22,138 (General Revenue)

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

Program is in process of implementation. Measures will be developed.

**7b. Provide an efficiency measure.**

Program is in process of implementation. Measures will be developed.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **System Management**

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SYSTEMS MANAGEMENT</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	621,718	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	2,271,468	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	2,893,186	0.00	0	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2,893,186</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Systems Managment - 1886001</b>								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	61,977	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	1,698,108	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	1,760,085	0.00	0	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,760,085</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$4,653,271</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

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# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Systems Management

Budget Unit: 90040C

## 1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request			
	GR	Federal	Other	Total
PS				
EE				
PSD	621,718	2,271,468		2,893,186
TRF				
Total	621,718	2,271,468		2,893,186
FTE				0.00

<b>Est. Fringe</b>	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

	FY 2015 Governor's Recommendation			
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

## 2. CORE DESCRIPTION

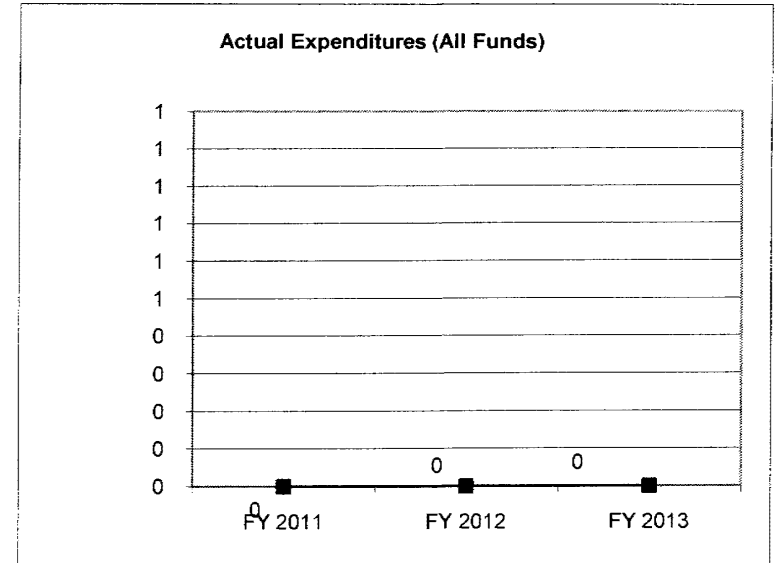
This funding provides systems mechanization to include Title XIX program control and administrative costs; service to recipients, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control.

## 3. PROGRAM LISTING (list programs included in this core funding)

Case Management System

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	0	0	0	0
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) This funding was reallocated from Case Management (\$621,718 GR and \$2,271,468 FF) and MMAC E&E (\$305,468 GR and \$782,468 FF).



**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES  
SYSTEMS MANAGEMENT**

**5. CORE RECONCILIATION DETAIL**

			<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Core Reallocation	829	8794	EE	0.00	0	2,271,468	0	2,271,468	Core reallocation from Case Management (\$1,805,250) and MMAC(\$1,087,936).
Core Reallocation	829	8793	EE	0.00	621,718	0	0	621,718	Core reallocation from Case Management (\$1,805,250) and MMAC(\$1,087,936).
<b>NET DEPARTMENT CHANGES</b>				<b>0.00</b>	<b>621,718</b>	<b>2,271,468</b>	<b>0</b>	<b>2,893,186</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			EE	0.00	621,718	2,271,468	0	2,893,186	
			<b>Total</b>	<b>0.00</b>	<b>621,718</b>	<b>2,271,468</b>	<b>0</b>	<b>2,893,186</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			EE	0.00	621,718	2,271,468	0	2,893,186	
			<b>Total</b>	<b>0.00</b>	<b>621,718</b>	<b>2,271,468</b>	<b>0</b>	<b>2,893,186</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SYSTEMS MANAGEMENT</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,087,936	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	1,805,250	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	2,893,186	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$2,893,186</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$621,718	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$2,271,468	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Systems Management**

### **1. What does this program do?**

For Title XIX purposes, "systems mechanization" and "mechanized claims processing and information retrieval systems" are identified in section 1903(a)(3) of the Act and defined in regulation at 42 CFR 433.111. The objectives of this system and its enhancements include the Title XIX program control and administrative costs; service to participants, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control.

The web-based enrollment application would allow for the random changes required in the Health Care industry and allow the State to be in compliance and proactive with many of the guidelines coming forth regarding requirements of electronic health records, mandatory exclusions database, and ownership and disclosure information of Medicaid providers.

The fraud and abuse detection application allows for data mining, claims outliers and querying/reporting capabilities. MMAC utilizes these applications to monitor enrolled providers. The fraud and abuse application must be able to record time spent and costs associated with investigations, audits, and recoveries. In addition, the application must allow for real-time claims analysis to recognize improper payments, fraudulent practices or abusive billing practices.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Social Security Act, Section 1903 (a) (3); 42 CFR 43.111.

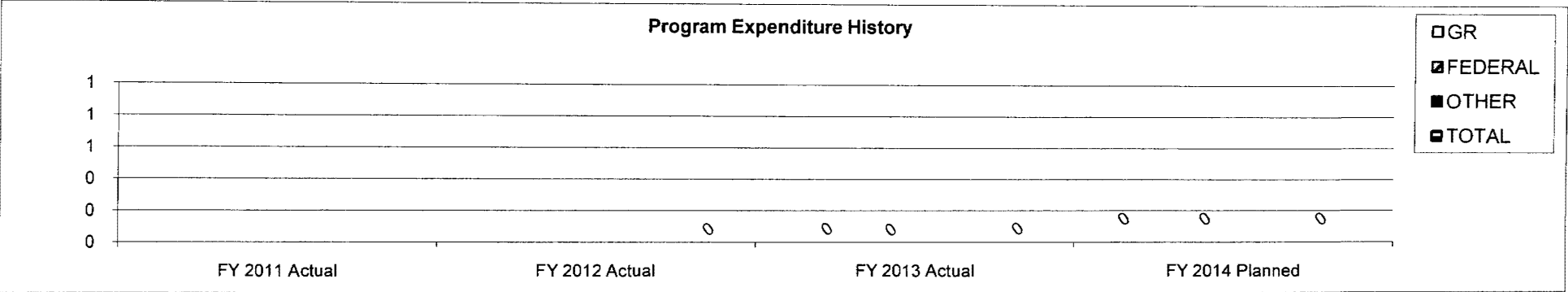
### **3. Are there federal matching requirements? If yes, please explain.**

Public Law 92-603 was enacted in which Section 235 provided for 90-percent Federal financial participation (FFP) for design, development, or installation, and 75-percent FFP for operation of state mechanized claims processing and information retrieval systems approved by the Centers for Medicare and Medicaid Services. Implementing regulation, 45 CFR 250.90 and 42 CFR 433, subpart C.

### **4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

Program is in process of implementation. Measures will be developed.

**7b. Provide an efficiency measure.**

Program is in process of implementation. Measures will be developed.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

**NEW DECISION ITEM  
RANK: 18**

**Department: Social Services  
Division: Office of Director  
DI Name: Systems Management**

**Budget Unit: 90046C**

**DI#: 1886001**

**1. AMOUNT OF REQUEST**

	FY 2015 Budget Request			
	GR	Federal	Other	Total
PS				
EE	61,977	1,698,108		1,760,085
PSD				0
TRF				
<b>Total</b>	<b>61,977</b>	<b>1,698,108</b>		<b>1,760,085</b>
<b>FTE</b>				<b>0.00</b>

	FY 2015 Governor's Recommendation			
	GR	Federal	Other	Total
PS				
EE				
PSD				0
TRF				
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>				<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input checked="" type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: Mandatory	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

Funding is needed for an interface associated with servers and software for the Provider Enrollment system and also to create a new fraud detection and investigation program (FADS)

For Title XIX purposes, "systems mechanization" and "mechanized claims processing and information retrieval systems" is identified in section 1903(a)(3) of the Act and defined in regulation at 42 CFR 433.111. The objectives of this system and its enhancements include the Title XIX program control and administrative costs; service to participants, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control.

The web-based enrollment application would allow for the random changes required in the Health Care industry and allow the State to be in compliance and proactive with many of the guidelines coming forth regarding requirements of electronic health records, mandatory exclusions database, and ownership and disclosure information of Medicaid providers. The fraud and abuse detection application allows for data mining, claims outliers and querying/reporting capabilities. MMAC utilizes these applications to monitor enrolled providers. The fraud and abuse application must be able to record time spent and costs associated with investigations, audits, and recoveries. In addition, the application must allow for real-time claims analysis to recognize improper payments, fraudulent practices or abusive billing practices.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

	GR	FED	Total
<b>Total System Management Core</b>	\$621,718	\$2,271,468	\$2,893,186
Projected Provider Enrollment	\$340,834	\$1,907,501	\$2,248,335
Projected WIPRO Integration	\$8,800	\$26,400	\$35,200
Projection FADS Implementation	\$334,061	\$2,035,675	\$2,369,736
<b>Total FY15 System Management Need</b>	<u>\$683,695</u>	<u>\$3,969,576</u>	<u>\$4,653,271</u>
<b>Net FY15 System Management Request</b>	<b>\$61,977</b>	<b>\$1,698,108</b>	<b>\$1,760,085</b>

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Total EE	61,977		1,698,108		0		1,760,085		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	61,977	0.0	1,698,108	0.0	0	0.0	1,760,085	0.0	0
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Total EE	0		0		0		0		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

- 6a. Provide an effectiveness measure.  
N/A
- 6b. Provide an efficiency measure.  
N/A
- 6c. Provide the number of clients/individuals served, if applicable.  
N/A
- 6d. Provide a customer satisfaction measure, if available.  
N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

N/A



# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SYSTEMS MANAGEMENT</b>								
Systems Managment - 1886001								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,760,085	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	1,760,085	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$1,760,085	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$61,977	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$1,698,108	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

# **Recovery Audit & Compliance Contract**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
RECOVERY AUDIT & COMPL CONTRT									
CORE									
EXPENSE & EQUIPMENT									
RECOVERY AUDIT AND COMPLIANCE	3,699	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00	
TOTAL - EE	3,699	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00	
TOTAL	3,699	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00	
GRAND TOTAL	\$3,699	0.00	\$1,200,000	0.00	\$1,200,000	0.00	\$0	0.00	

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# CORE DECISION ITEM

Department: Social Services  
 Division: Office of Director  
 Core: Recovery Audit & Compliance Contract

Budget Unit: 90045C

## 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS				
EE			1,200,000	1,200,000
PSD				
TRF				
Total			1,200,000	1,200,000
FTE				0.00

<b>Est. Fringe</b>	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds: Recovery Audit and Compliance Fund (0974)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

## 2. CORE DESCRIPTION

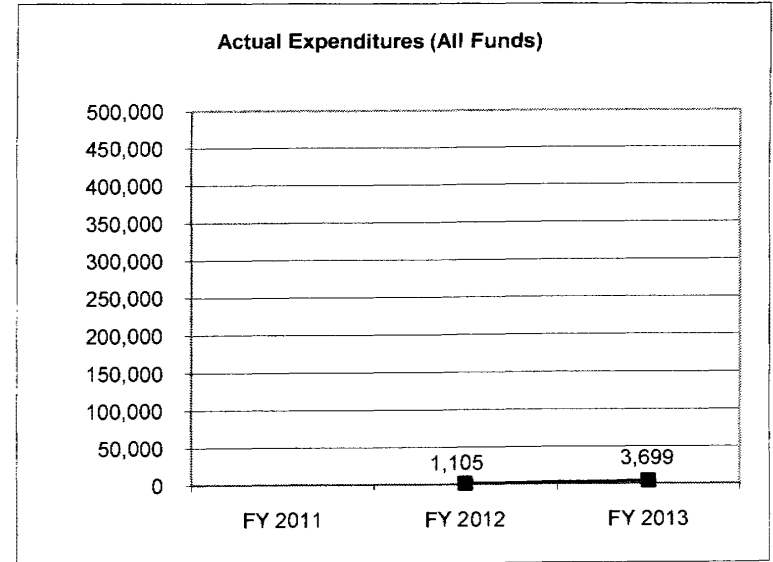
Federal law requires states to contract with a Recovery Audit Contractor to identify and recoup Medicaid provider overpayments. This appropriation funds contractor contingency payments for overpayment recoveries.

## 3. PROGRAM LISTING (list programs included in this core funding)

Recovery Audit & Compliance Contract

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)		500,000	500,000	1,200,000
Less Reverted (All Funds)		(497,970)	0	N/A
Budget Authority (All Funds)		2,030	500,000	N/A
Actual Expenditures (All Funds)		1,105	3,699	N/A
Unexpended (All Funds)		926	496,301	N/A
Unexpended, by Fund:				
General Revenue		0	0	N/A
Federal		0	0	N/A
Other		926	496,301	N/A
		(1)	(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY12 Budget authority based on recoveries received into the Recovery Audit & Compliance Fund.

(2) FY13 Budget authority based on recoveries received into the Recovery Audit & Compliance Fund.

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES  
RECOVERY AUDIT & COMPL CONTRT**

**5. CORE RECONCILIATION DETAIL**

	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	1,200,000	1,200,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>	<b>1,200,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	1,200,000	1,200,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>	<b>1,200,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	1,200,000	1,200,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>	<b>1,200,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
RECOVERY AUDIT & COMPL CONTRT								
CORE								
PROFESSIONAL SERVICES	3,699	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
TOTAL - EE	3,699	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
GRAND TOTAL	\$3,699	0.00	\$1,200,000	0.00	\$1,200,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$3,699	0.00	\$1,200,000	0.00	\$1,200,000	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Recovery Audit & Compliance Contract**

### 1. What does this program do?

The federal government requires states to contract with a Recovery Audit Contractor (RAC) to identify and recoup Medicaid provider overpayments. State Medicaid programs may contract with one or more RACs to identify underpayments and overpayments and to recoup overpayments. Payments to Medicaid RACs are contingency-based and linked to payment inaccuracies the contractors identify. Missouri has contracted with Cognosante as the Medicaid RAC.

Missouri Medicaid Audit and Compliance (MMAC) works with Cognosante to verify recoupment and/or payments. Once 100% of the payment has been received for the audits conducted, an invoice is submitted by Cognosante for the contingency fee percentage related to the amount of recoveries.

Contingency Fee Percentages:

Total Amount of Overpayment Recoveries	Contingency Percentage of Total Overpayments Recovered
\$0 to \$10,000,000	12.0%
\$10,000,000.01 to \$20,000,000	9.5%
\$20,000,000.01 to \$50,000,000	8.0%
\$50,000,000.01 to \$60,000,000	9.0%
> \$60,000,000.01	12.0%

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 6411 of the Patient Protection and Affordable Care Act (PPACA; Public Law 111-148) and the Health Care and Education Reconciliation Act (HCERA; Public Law 111-152) and Section 1902 (a) (42) (B) (ii) (IV) (contractor) of the Social Security Act.

### 3. Are there federal matching requirements? If yes, please explain.

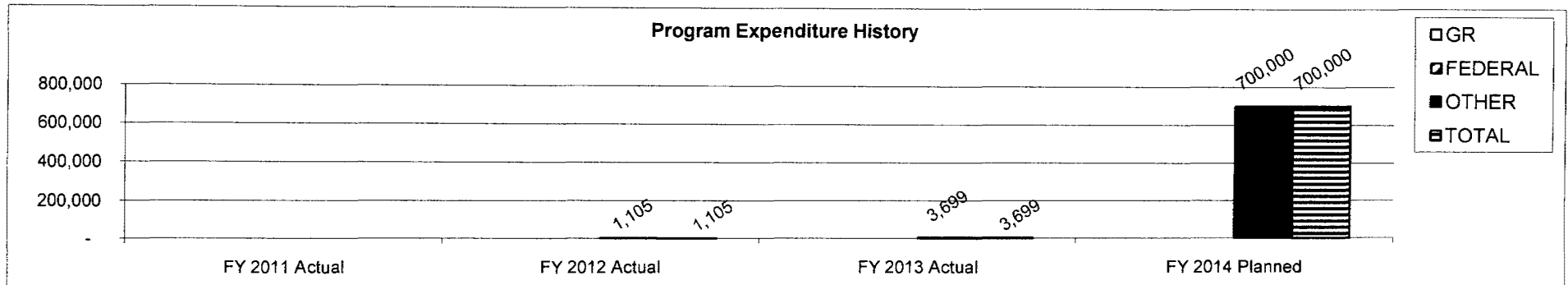
No.

### 4. Is this a federally mandated program? If yes, please explain.

Yes. States are required to contract to identify and recoup Medicaid provider overpayments.



**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reserve  
Reserves: \$500,000 (Other)

**6. What are the sources of the "Other " funds?**

Recovery Audit and Compliance Fund (0974).

**7a. Provide an effectiveness measure.**

A new contract has been awarded. Measures have not been developed.

**7b. Provide an efficiency measure.**

A new contract has been awarded. Measures have not been developed.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Medicaid Error Prevention**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>MEDICAID ERROR PREVENTION</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
RECOVERY AUDIT AND COMPLIANCE	0	0.00	5,000,000	0.00	5,000,000	0.00	0	0.00	
TOTAL - EE	0	0.00	5,000,000	0.00	5,000,000	0.00	0	0.00	
TOTAL	0	0.00	5,000,000	0.00	5,000,000	0.00	0	0.00	
GRAND TOTAL	\$0	0.00	\$5,000,000	0.00	\$5,000,000	0.00	\$0	0.00	

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## CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Medicaid Error Prevention

Budget Unit: 90047C

### 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS				
EE			5,000,000	5,000,000
PSD				
TRF				
Total			5,000,000	5,000,000
FTE				0.00

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Recovery Audit Fund (0974)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

### 2. CORE DESCRIPTION

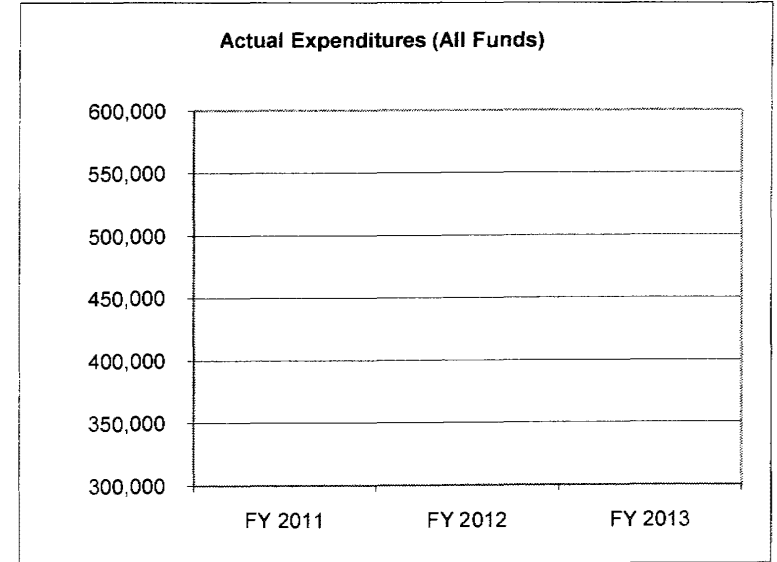
This core funding supports efforts to educate providers on patterns of errors on Medicaid criteria for high-error claims and on process improvements to prevent errors commonly identified. After the Recovery Audit Contractors (RAC) are in place and provider education issues are identified, a portion of the funds recouped by the Medicaid RAC program will be dedicated and applied to provider educational opportunities.

### 3. PROGRAM LISTING (list programs included in this core funding)

Medicaid Error Prevention

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)		5,000,000	5,000,000	5,000,000
Less Reverted (All Funds)		0	0	N/A
Budget Authority (All Funds)		5,000,000	5,000,000	N/A
Actual Expenditures (All Funds)		0	0	N/A
Unexpended (All Funds)		5,000,000	5,000,000	N/A
Unexpended, by Fund:				
General Revenue		0	0	N/A
Federal		0	0	N/A
Other		5,000,000	5,000,000	N/A
		(1)	(2)	(3)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY12 \$5,000,000 Agency reserved due to lack of cash balance.

(2) FY13 \$5,000,000 Agency reserved due to lack of cash balance.

(3) FY14 \$5,000,000 Agency reserved due to lack of cash balance.

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**CORE RECONCILIATION DETAIL**

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**DEPARTMENT OF SOCIAL SERVICES****MEDICAID ERROR PREVENTION**

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**5. CORE RECONCILIATION DETAIL**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<hr/>							
<b>TAFP AFTER VETOES</b>	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<hr/>							
<b>DEPARTMENT CORE REQUEST</b>	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<hr/>							
<b>GOVERNOR'S RECOMMENDED CORE</b>	EE	0.00	0	0	5,000,000	5,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>5,000,000</b>	
<hr/>							

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MEDICAID ERROR PREVENTION</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	0	0.00	5,000,000	0.00	5,000,000	0.00	0	0.00
<b>TOTAL - EE</b>	<b>0</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>	<b>5,000,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$5,000,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$5,000,000	0.00	\$5,000,000	0.00		0.00

## PROGRAM DESCRIPTION

Department: Social Services

Program Name: Office of Director

Program is found in the following core budget(s): Medicaid Error Prevention

### 1. What does this program do?

This core funding supports efforts to educate providers on patterns of errors on Medicaid criteria for high-error claims and on process improvements to prevent errors commonly identified. After the Recovery Audit Contractors (RAC) are in place and provider education issues are identified, a portion of the funds recouped by the Medicaid RAC program will be dedicated and applied to provider educational opportunities.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Patient Protection and Affordable Care Act (PPACA: Public Law 111-148)

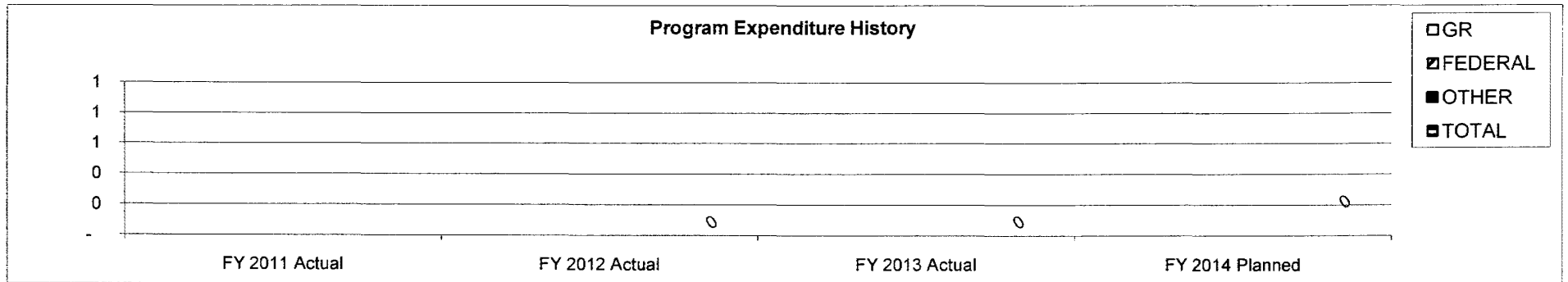
### 3. Are there federal matching requirements? If yes, please explain.

No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2014 expenditures are net of reserves.

Reserves: \$5,000,000 (Other)

### 6. What are the sources of the "Other " funds?

Recovery Audit Fund (0974)



**7a. Provide an effectiveness measure.**

Program being implemented. Measures will be developed.

**7b. Provide an efficiency measure.**

Program being implemented. Measures will be developed.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Division of Finance and Administrative Services**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>FINANCE &amp; ADMINISTRATIVE SRVS</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,819,061	41.27	1,802,352	46.64	1,802,352	46.64	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	915,672	20.83	1,045,865	24.14	1,045,865	24.14	0	0.00	
CHILD SUPPORT ENFORCEMENT FUND	48,471	1.13	48,622	1.12	48,622	1.12	0	0.00	
DOSS ADMINISTRATIVE TRUST	3,972	0.11	4,006	0.10	4,006	0.10	0	0.00	
TOTAL - PS	2,787,176	63.34	2,900,845	72.00	2,900,845	72.00	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	395,883	0.00	408,190	0.00	408,190	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	152,841	0.00	249,144	0.00	249,144	0.00	0	0.00	
CHILD SUPPORT ENFORCEMENT FUND	0	0.00	12,513	0.00	12,513	0.00	0	0.00	
DOSS ADMINISTRATIVE TRUST	804,856	0.00	1,500,317	0.00	1,500,317	0.00	0	0.00	
TOTAL - EE	1,353,580	0.00	2,170,164	0.00	2,170,164	0.00	0	0.00	
<b>TOTAL</b>	<b>4,140,756</b>	<b>63.34</b>	<b>5,071,009</b>	<b>72.00</b>	<b>5,071,009</b>	<b>72.00</b>	<b>0</b>	<b>0.00</b>	
<b>Pay Plan FY14-Cost to Continue - 0000014</b>									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	11,668	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	6,039	0.00	0	0.00	
DOSS ADMINISTRATIVE TRUST	0	0.00	0	0.00	24	0.00	0	0.00	
TOTAL - PS	0	0.00	0	0.00	17,731	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>17,731</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$4,140,756</b>	<b>63.34</b>	<b>\$5,071,009</b>	<b>72.00</b>	<b>\$5,088,740</b>	<b>72.00</b>	<b>\$0</b>	<b>0.00</b>	

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## CORE DECISION ITEM

**Department: Social Services**  
**Division: Finance and Administrative Services**  
**Core: Division of Finance and Administrative Services**

**Budget Unit: 88815C**

### 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS	1,802,352	1,045,865	52,628	2,900,845
EE	408,190	249,144	1,512,830	2,170,164
PSD				0
TRF				
<b>Total</b>	<b>2,210,542</b>	<b>1,295,009</b>	<b>1,565,458</b>	<b>5,071,009</b>
<b>FTE</b>	<b>46.64</b>	<b>24.14</b>	<b>1.22</b>	<b>72.00</b>

<b>Est. Fringe</b>	950,741	551,694	27,761	1,530,196
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Child Support Enforcement Collections Fund (0169)  
 Administrative Trust Fund (0545)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
<b>Total</b>				
<b>FTE</b>				

<b>Est. Fringe</b>				
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

### 2. CORE DESCRIPTION

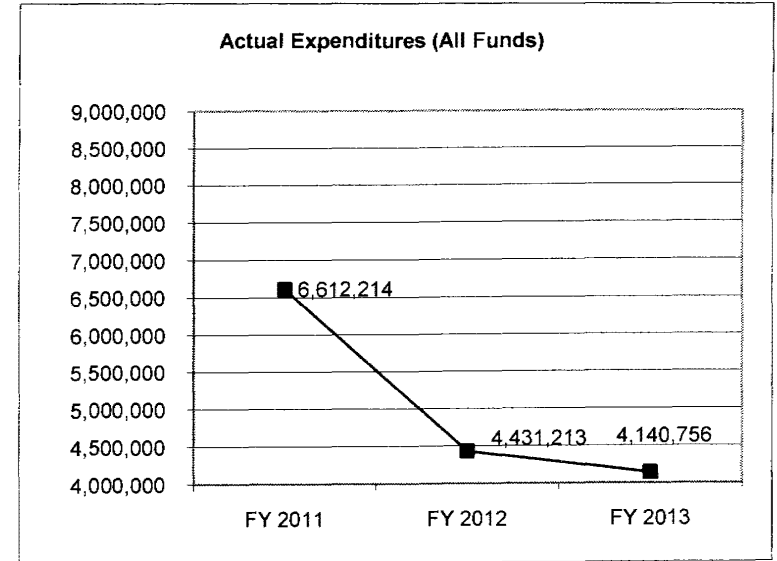
The core funding for the Division of Finance and Administrative Services (DFAS) is responsible for providing centralized financial and administrative support to all Department of Social Services divisions. In addition, staff are responsible for the department's research and data management functions which are included in the DFAS core budget.

### 3. PROGRAM LISTING (list programs included in this core funding)

Division of Finance and Administrative Services

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	9,204,554	5,256,364	5,140,460	5,071,009
Less Reverted (All Funds)	(72,518)	(72,256)	(68,506)	N/A
Budget Authority (All Funds)	9,132,036	5,184,108	5,071,954	N/A
Actual Expenditures (All Funds)	6,612,214	4,431,213	4,140,756	N/A
Unexpended (All Funds)	2,519,822	752,895	931,198	N/A
Unexpended, by Fund:				
General Revenue	87,692	86,066	66	N/A
Federal	188,525	275,733	223,027	N/A
Other	2,243,605	391,096	708,105	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY11 Federal Reserves of \$143,484.

(2) FY12 Federal Reserves of \$250,000. In FY12 there was a core reduction of \$3,947,752 in the Administrative Trust Fund for the consolidation of OA mail. This consolidation was in effect for a portion of FY11.

(3) FY13 Federal Reserves of \$205,000, Agency Reserve of \$12,830 CSEC.

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES**

**FINANCE & ADMINISTRATIVE SRVS**

**5. CORE RECONCILIATION DETAIL**

				<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>										
				PS	72.00	1,802,352	1,045,865	52,628	2,900,845	
				EE	0.00	408,190	249,144	1,512,830	2,170,164	
				<b>Total</b>	<b>72.00</b>	<b>2,210,542</b>	<b>1,295,009</b>	<b>1,565,458</b>	<b>5,071,009</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	686	3113		PS	0.00	0	0	0	0	
Core Reallocation	686	3115		PS	0.00	0	0	0	(0)	
Core Reallocation	686	3117		PS	0.00	0	0	0	(0)	
Core Reallocation	686	3050		PS	(0.00)	0	0	0	(0)	
<b>NET DEPARTMENT CHANGES</b>					<b>(0.00)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				PS	72.00	1,802,352	1,045,865	52,628	2,900,845	
				EE	0.00	408,190	249,144	1,512,830	2,170,164	
				<b>Total</b>	<b>72.00</b>	<b>2,210,542</b>	<b>1,295,009</b>	<b>1,565,458</b>	<b>5,071,009</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				PS	72.00	1,802,352	1,045,865	52,628	2,900,845	
				EE	0.00	408,190	249,144	1,512,830	2,170,164	
				<b>Total</b>	<b>72.00</b>	<b>2,210,542</b>	<b>1,295,009</b>	<b>1,565,458</b>	<b>5,071,009</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FINANCE &amp; ADMINISTRATIVE SRVS</b>								
<b>CORE</b>								
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	9	0.00	9	0.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	100,578	3.26	111,488	3.68	111,488	3.68	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	39,142	1.32	32,046	1.00	32,046	1.00	0	0.00
PRINTING/MAIL TECHNICIAN IV	30,143	1.00	15,840	0.51	30,393	1.00	0	0.00
STOREKEEPER I	74,921	3.00	27,105	1.05	27,105	1.05	0	0.00
PROCUREMENT OFCR I	36,581	1.01	33,489	1.00	33,489	1.00	0	0.00
PROCUREMENT OFCR II	89,243	2.01	83,543	2.00	83,543	2.00	0	0.00
OFFICE SERVICES COOR	62,972	1.55	39,712	1.02	39,712	1.02	0	0.00
ACCOUNT CLERK II	192,523	7.07	270,427	10.00	236,213	9.09	0	0.00
ACCOUNTANT I	92,061	3.00	158,183	4.03	158,183	4.03	0	0.00
ACCOUNTANT II	159,793	4.00	172,293	4.00	172,293	4.00	0	0.00
ACCOUNTING SPECIALIST I	34,926	1.01	35,578	1.00	35,578	1.00	0	0.00
ACCOUNTING SPECIALIST II	0	0.00	39,707	1.00	0	(0.00)	0	0.00
ACCOUNTING SPECIALIST III	16,104	0.36	0	0.00	47,000	1.00	0	0.00
BUDGET ANAL III	44,044	0.99	75,978	2.00	44,208	1.00	0	0.00
RESEARCH ANAL I	29,152	0.91	0	0.00	31,800	0.95	0	0.00
RESEARCH ANAL II	1,444	0.04	39,623	1.00	39,623	1.00	0	0.00
RESEARCH ANAL III	307,624	6.85	265,567	9.00	262,748	8.96	0	0.00
RESEARCH ANAL IV	108,841	2.01	109,208	2.00	109,208	2.00	0	0.00
EXECUTIVE I	5,296	0.17	31,484	1.00	31,484	1.00	0	0.00
EXECUTIVE II	40,959	1.06	93,176	3.02	93,176	3.00	0	0.00
MANAGEMENT ANALYSIS SPEC I	21,392	0.58	0	0.00	15,157	0.53	0	0.00
TELECOMMUN ANAL IV	53,201	1.01	53,475	1.00	53,475	1.00	0	0.00
MOTOR VEHICLE DRIVER	25,047	1.01	25,858	3.00	25,858	3.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	151,942	3.08	146,880	3.00	146,880	3.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	307,589	4.88	249,967	4.00	249,967	4.00	0	0.00
RESEARCH MANAGER B2	72,507	1.04	70,213	1.00	70,213	1.00	0	0.00
DIVISION DIRECTOR	91,800	1.01	92,048	1.00	92,048	1.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	82,092	1.00	82,340	1.00	82,340	1.00	0	0.00
MISCELLANEOUS PROFESSIONAL	4,274	0.09	1,077	0.19	1,077	0.19	0	0.00
SPECIAL ASST OFFICIAL & ADMSTR	74,940	0.91	82,340	1.00	82,340	1.00	0	0.00
SPECIAL ASST PROFESSIONAL	290,865	4.52	341,150	5.50	341,150	5.50	0	0.00

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# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FINANCE &amp; ADMINISTRATIVE SRVS</b>								
<b>CORE</b>								
SPECIAL ASST TECHNICIAN	64,249	1.55	42,019	1.00	42,019	1.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	80,930	2.04	79,022	2.00	79,022	2.00	0	0.00
CONSTITUENT SERVICES LIAISON	1	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>2,787,176</b>	<b>63.34</b>	<b>2,900,845</b>	<b>72.00</b>	<b>2,900,845</b>	<b>72.00</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	24,392	0.00	9,896	0.00	9,896	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	2	0.00	2	0.00	0	0.00
SUPPLIES	477,758	0.00	123,510	0.00	123,510	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	2,493	0.00	15,391	0.00	15,391	0.00	0	0.00
COMMUNICATION SERV & SUPP	20,048	0.00	43,444	0.00	43,444	0.00	0	0.00
PROFESSIONAL SERVICES	12,785	0.00	333,943	0.00	333,943	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	3,134	0.00	5,264	0.00	5,264	0.00	0	0.00
M&R SERVICES	3,368	0.00	73,862	0.00	73,862	0.00	0	0.00
MOTORIZED EQUIPMENT	121	0.00	2	0.00	2	0.00	0	0.00
OFFICE EQUIPMENT	4,110	0.00	38,675	0.00	38,675	0.00	0	0.00
OTHER EQUIPMENT	222	0.00	302	0.00	523	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	2,763	0.00	2,542	0.00	0	0.00
BUILDING LEASE PAYMENTS	125	0.00	20,232	0.00	20,232	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2,360	0.00	2,360	0.00	0	0.00
MISCELLANEOUS EXPENSES	168	0.00	518	0.00	518	0.00	0	0.00
REBILLABLE EXPENSES	804,856	0.00	1,500,000	0.00	1,500,000	0.00	0	0.00
<b>TOTAL - EE</b>	<b>1,353,580</b>	<b>0.00</b>	<b>2,170,164</b>	<b>0.00</b>	<b>2,170,164</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,140,756</b>	<b>63.34</b>	<b>\$5,071,009</b>	<b>72.00</b>	<b>\$5,071,009</b>	<b>72.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$2,214,944</b>	<b>41.27</b>	<b>\$2,210,542</b>	<b>46.64</b>	<b>\$2,210,542</b>	<b>46.64</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$1,068,513</b>	<b>20.83</b>	<b>\$1,295,009</b>	<b>24.14</b>	<b>\$1,295,009</b>	<b>24.14</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$857,299</b>	<b>1.24</b>	<b>\$1,565,458</b>	<b>1.22</b>	<b>\$1,565,458</b>	<b>1.22</b>		<b>0.00</b>



## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### 1. What does this program do?

The Division of Finance and Administrative Services provides centralized financial and administrative support to all Department of Social Services (DSS) divisions.

In addition, staff responsible for the department's research and data management functions are included in the DFAS. The Center for Management Information (CMI) provides direction for the Department's research and data management functions.

Following is a description of core DFAS functions.

•**Budget:** DFAS directs and prepares the department budget, compiling and evaluating budget proposals from DSS divisions. In addition, DFAS serves as the department's budget liaison with Office of Administration and House and Senate budget staff and supports divisions during budget hearings. The budget section is responsible for department expenditure control, assuring there is sufficient cash to support available authority, monitoring spending rates and determining that department expenditures are within the scope of house bill intent. DFAS also coordinates all fiscal note preparation for the Department and provides a central contact point for the legislature and Governor's Office for all fiscal note inquiries and questions.

•**Compliance and Quality Control:** DFAS monitors DSS sub-recipients through onsite visits and desk reviews to ensure both State contract and federal grant requirements are being met. Additionally, staff perform contract compliance reviews to determine if program-specific contract deliverables and financial requirements are met. DFAS also performs internal reviews of department financial systems, payment processes and procedures. In this effort, audit staff are charged with identifying weaknesses in department financial controls and opportunities to improve operational efficiencies. DFAS serves as the point of contact with the outside audit such as the State Auditor's office and the Office of Inspector General.

•**Contract Management and Procurement:** DFAS coordinates the development of Requests for Proposals (RFP's) and assists with securing contracts for various goods and services. DFAS manages all OA procurement/contract delegations and ensures there are appropriate agreements/contracts in place to protect the agency's interests and to avoid unintended breaks in service delivery. All procurement functions are in accordance with applicable statutes. DFAS procurement officers serve as liaisons between program divisions and the Office of Administration, Division of Purchasing and Materials Management.

•**Grants and Cash Management:** DFAS manages approximately 56 grants with a value of over \$6.6 billion in federal funds. The agency serves as the single state contact for federal grants that include Temporary Aid to Needy Families (TANF), Social Services Block Grant (SSBG), Medicaid Title XIX and Title XXI (CHIP), Title IV-D (child support) and Title IV-E (child welfare). The Division is responsible for the processes that provide for daily cash draws and deposits to federal funds to support DSS and certain other departments' programs. As the single state contact, DFAS compiles required monthly, quarterly and annual reports associated with each grant and submits these to the federal government on behalf of DSS or another department.

•**Payables/Receivables/Payroll:** DFAS maintains final approval of payments and is charged with overall compliance with state and federal laws or regulations and adherence to sound and accepted accounting principles. Maintenance of employee time and leave and management of all issues related to salary payments fall under the division's responsibilities.

•Office Services/Warehouse/Emergency Management: DFAS leads DSS initiatives to provide statewide mass care (shelter, food and water) coordination during emergencies through the assistance of partner agencies (Red Cross, Salvation Army and other volunteer agencies active in disasters). Administrative responsibilities include acquisition, storage and distribution of bulk supplies and forms/envelopes; management and tracking of non-expendable property/fixed assets inventory; surplus property retrieval and disposition; technical support in the design, acquisition and installation of telecommunication services and equipment for DSS offices; and delivery of supplies to JC offices and shipping via UPS and freight companies. DFAS also provides mail courier services for offices located in St. Louis and St. Louis County and acts as a liaison on building matters between the program divisions (Jefferson City and field offices) and the Office of Administration, Division of Facilities Management/Design and Construction.

•The Center for Management Information: CMI provides data to the Department of Social Services. CMI uses a variety of tools to produce a wide range of reports, both periodic and ad hoc, about the Department's programs, many of which are made available to the public on the Department's website. These statistical reports, coupled with data analysis, are used to inform planning, policy formation, and decision-making. In addition, CMI assists in supplying information about the Department's programs to constituents, the General Assembly, the Executive Branch, Federal government, and the media.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: RSMo. 660.010.

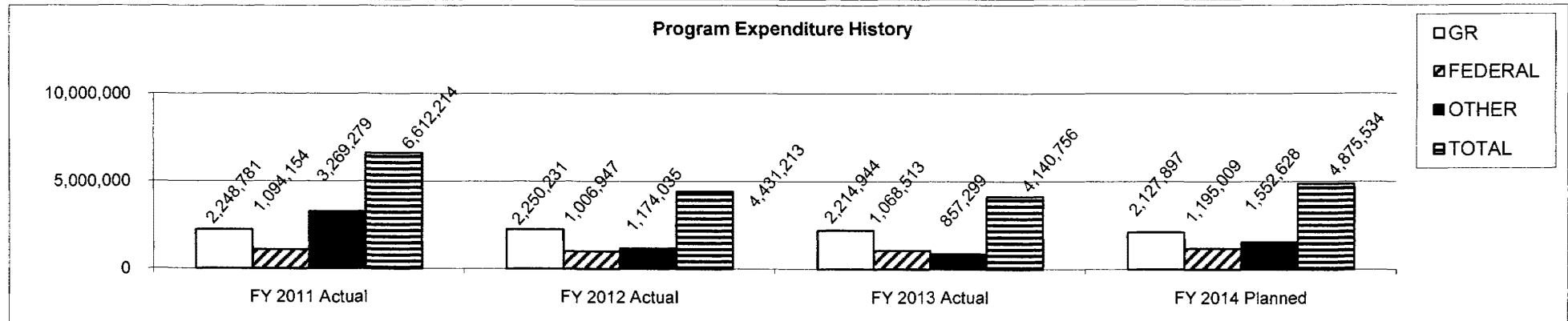
**3. Are there federal matching requirements? If yes, please explain.**

This program does not have a federal matching requirement; however expenditures are pooled with other departmental administrative expenditures to earn a federal indirect rate.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reserves and reverted.

Reverted: \$82,645 (General Revenue)

Reserves: \$112,830 (\$100,000 Federal and \$12,830 Other)

**6. What are the sources of the "Other " funds?**

Child Support Enforcement Fund (0169) and DOSS Administrative Trust (0545).

**7a. Provide an effectiveness measure.**

SFY	Average Time Between Invoice and Vendor Payment (Days)	
	Projected	Actual
2011	20	24
2012	20	26
2013	26	26
2014	26	
2015	26	
2016	26	

The Division of Finance and Administrative Services provides support functions for all DSS divisions and programs. Other effectiveness measures can be found in divisional sections.

**7b. Provide an efficiency measure.**

SFY	Average Number of Payment Documents Processed per FTE		
	# of FTE	Projected	Actual
2011	8.0	20,875	19,080
2012	9.0	21,800	16,962
2013	11.0	13,878	12,476
2014	15.0	13,878	
2015	15.0	13,878	
2016	15.0	13,878	

SFY	Number of Payment Documents Processed	
	Projected	Actual
2011	167,000	152,640
2012	153,000	152,658
2013	153,000	137,244
2014	138,000	
2015	138,000	
2016	138,000	

During FY13 DSS began reorganizing fiscal processes and functions statewide. Included in the plan is to centralize payment processing. Staff based in DFAS Accounts Payable, Jefferson City are assuming the responsibility of functions previously performed by many staff located in DSS program offices across the state. Functions that are being centralized include data entry, coding, document numbering, establishing vendors in the State's accounting system (SAMII), responding to vendor inquiries, and requesting encumbrances. As a result, the number of payment documents "processed" per Accounts Payable FTE will decline as DFAS adds a small number of centralized staff to perform the additional reorganization functions. It is anticipated reorganization efforts will be completed during FY14. DFAS anticipates efficiencies to include increase payment timeliness and decreased error rates.

**7c.** Provide the number of clients/individuals served, if applicable.

SFY	Travel Expenses Processed	
	Projected	Actual
2011	24,000	19,518
2012	20,000	19,624
2013	20,000	19,241
2014	20,000	
2015	20,000	
2016	20,000	

**7d.** Provide a customer satisfaction measure, if available.

N/A

# **Revenue Maximization**

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>REVENUE MAXIMATION</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
TEMP ASSIST NEEDY FAM FEDERAL	686,403	0.00	0	0.00	0	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	212,597	0.00	5,250,000	0.00	5,250,000	0.00	0	0.00
TOTAL - EE	899,000	0.00	5,250,000	0.00	5,250,000	0.00	0	0.00
<b>TOTAL</b>	<b>899,000</b>	<b>0.00</b>	<b>5,250,000</b>	<b>0.00</b>	<b>5,250,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$899,000</b>	<b>0.00</b>	<b>\$5,250,000</b>	<b>0.00</b>	<b>\$5,250,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

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## CORE DECISION ITEM

**Department: Social Services**  
**Division: Finance and Administrative Services**  
**Core: Revenue Maximization**

**Budget Unit: 88817C**

### 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS				
EE		5,250,000		5,250,000
PSD				
TRF				
<b>Total</b>		<b>5,250,000</b>		<b>5,250,000</b>
<b>FTE</b>				<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
<b>Total</b>				
<b>FTE</b>				

<b>Est. Fringe</b>				
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

### 2. CORE DESCRIPTION

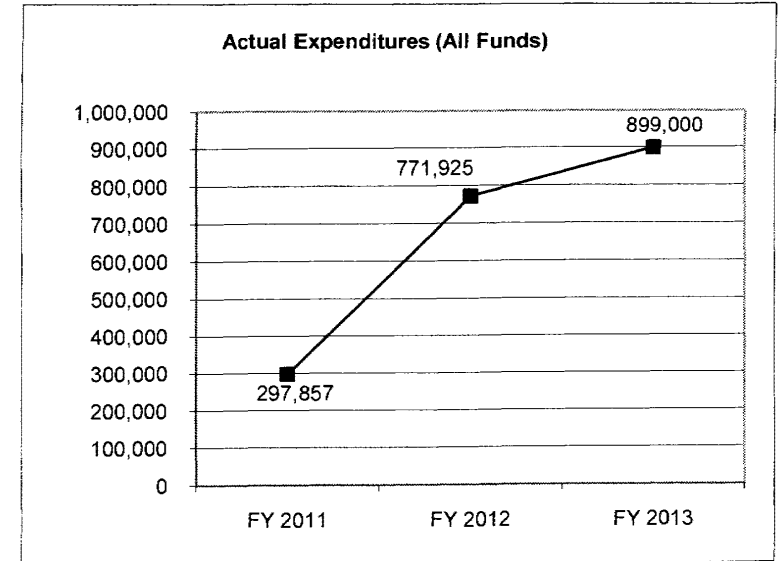
Core budget to provide the Department of Social Services (DSS) with a mechanism for payment of fees to contractors who engage in revenue maximization projects on behalf of the Department.

### 3. PROGRAM LISTING (list programs included in this core funding)

Long Term Care Modernization  
 Upper Payment Limit  
 Supplemental Security Income Eligibility Determinations  
 Public Assistance Cost Allocation Plan  
 Food Stamp Accuracy

#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	298,000	1,000,000	5,250,000	5,250,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	298,000	1,000,000	5,250,000	N/A
Actual Expenditures (All Funds)	297,857	771,925	899,000	N/A
Unexpended (All Funds)	143	228,075	4,351,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	143	228,075	4,351,000	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

- (1) FY 11 "E" increase of \$48,000 federal fund 0610.
- (2) FY 12 "E" increase of \$750,000 federal fund 0610.
- (3) FY 13 "E" eliminated and appropriation increased. Agency Reserve of \$4,295,000.



## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES

### REVENUE MAXIMATION

#### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	5,250,000	0	5,250,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>5,250,000</b>	<b>0</b>	<b>5,250,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	5,250,000	0	5,250,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>5,250,000</b>	<b>0</b>	<b>5,250,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	5,250,000	0	5,250,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>5,250,000</b>	<b>0</b>	<b>5,250,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REVENUE MAXIMATION								
CORE								
PROFESSIONAL SERVICES	899,000	0.00	5,250,000	0.00	5,250,000	0.00	0	0.00
TOTAL - EE	899,000	0.00	5,250,000	0.00	5,250,000	0.00	0	0.00
GRAND TOTAL	\$899,000	0.00	\$5,250,000	0.00	\$5,250,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$899,000	0.00	\$5,250,000	0.00	\$5,250,000	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Social Services

**Program Name:** Revenue Maximization

**Program is found in the following core budget(s):** Revenue Maximization

### 1. What does this program do?

The Department of Social Services works with contracted entities that specialize in maximizing federal program dollars and identifying other non-GR sources. This program also provides a mechanism to make contingency contract payments on outstanding revenue maximization projects.

#### Revenue Maximization

##### **Long-Term Care Modernization**

Contractor: Sellers Dorsey

Project Description: This project is designed to help establish a nursing facility public/private partnership to free up public funds to help fund the non-federal share of Medicaid supplemental payments. Funds are generated for the State to invest in long-term care options and other budget priorities. The project also assists the State and stakeholders in reviewing long-term care delivery systems and payment methodologies to “right-size” long-term care delivery.

##### **Upper Payment Limit**

Contractor: Sellers Dorsey

Project Description: The Upper Payment Limit is the maximum reimbursement a state may pay to a certain class of providers for Medicaid services. The contractor assists Missouri in developing UPL methodologies in compliance with federal rules that maximize Medicaid resources to provide optimal reimbursement in the nursing facility and hospital systems and may, under this work order, assist in development of UPL calculations for clinics and physicians.

##### **Supplemental Security Income Eligibility Determinations**

Contractor: Public Consulting Group (PCG)

Project Description: To assist with Supplemental Security Income (SSI) applications for individuals who are currently receiving Medicaid benefits and could qualify for Social Security Disability benefits. This process, conducted by the contractor, identifies individuals who are likely to be eligible to receive Social Security Disability benefits. Persons are contacted and offered an opportunity to participate in this project through initial communication with DSS. *Participation is voluntary.*

#### Cost Avoidance

##### **Public Assistance Cost Allocation Plan**

Contractor: Public Consulting Group (PCG)

Description: The purpose of this project is to rewrite the current Cost Allocation Plan (CAP) to ensure that it supports all programs throughout the Department and properly allocates expenditures in a manner that maximizes revenues to the state. This process was started as the existing CAP was outdated and in need of revision. Additionally, both federal and state audits noted the need to update the plan to today's standards and industry guidelines.

### Food Stamp Accuracy

Contractor: Public Consulting Group (PCG)

Description: The purpose of this project is to improve payment accuracy within the Food Stamp Program, while also reducing error rates that in turn reduce the potential of federal sanctions, while also improving the possibility to receive federal performance benefits through the program.

#### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010.

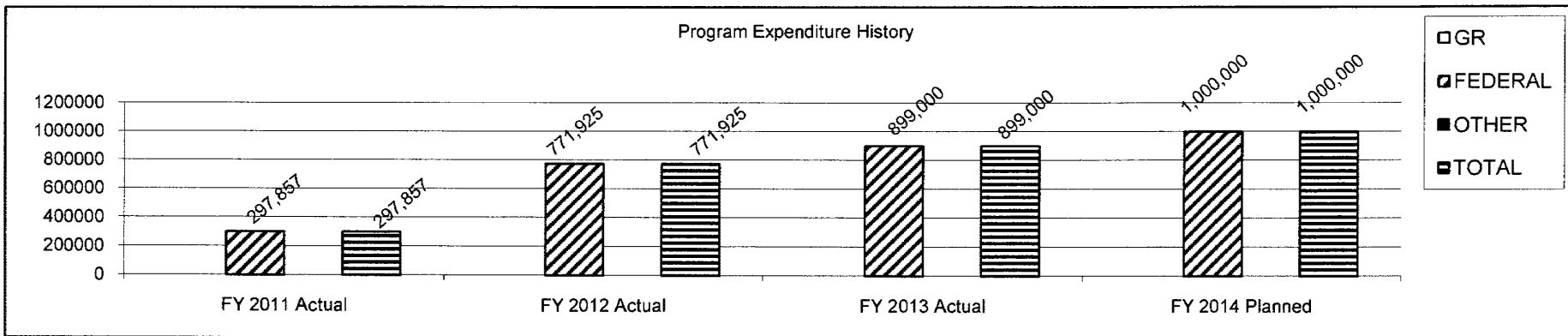
#### 3. Are there federal matching requirements? If yes, please explain.

No. Generally, contractors are paid from new federal funds resulting from successful revenue maximization projects. There may be a state match required to receive the additional funds.

#### 4. Is this a federally mandated program? If yes, please explain.

No.

#### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2014 expenditures are net of reserves.

Reserves: \$4,250,000(Federal)

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

SFY	Medicaid New Revenues		TANF Revenues		SSDI Revenues	
	Projected	Actual	Projected	Actual	Projected	Actual
2011	\$10,000,000	\$0	\$ 29,500,000	\$22,800,000	\$0	\$0
2012	\$0	\$0	\$ 10,000,000	\$18,880,316	\$0	\$0
2013	\$10,900,000	\$0	\$ 10,000,000	\$18,982,220	\$0	\$0
2014	Unknown*		Unknown**		Unknown**	
2015	Unknown*		Unknown**		Unknown**	
2016	Unknown*		Unknown**		Unknown**	

Fiscal Year 2012 and 2013 TANF Revenues reflect TANF Contingency Funds

\*DSS has awarded a long-term care modernization project (Fall 2011). This is a substantial multi-year project and it is too early to estimate new Medicaid Revenues for FY 2014 and FY 2015

\*\*Additional TANF Revenues are dependent on the availability of TANF contingency fund.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Receipt and Disbursement- Refunds**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>RECEIPT &amp; DISBURSEMENT-REFUNDS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
TITLE XIX-FEDERAL AND OTHER	3,804,086	0.00	5,528,000	0.00	5,528,000	0.00	0	0.00	
FEDERAL AND OTHER	17,613	0.00	878,000	0.00	878,000	0.00	0	0.00	
TEMP ASSIST NEEDY FAM FEDERAL	1,018	0.00	27,000	0.00	27,000	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	10,288,886	0.00	512,000	0.00	512,000	0.00	0	0.00	
FEDERAL STIMULUS-DSS	107,026	0.00	0	0.00	0	0.00	0	0.00	
PHARMACY REBATES	0	0.00	25,000	0.00	25,000	0.00	0	0.00	
THIRD PARTY LIABILITY COLLECT	137,542	0.00	369,000	0.00	369,000	0.00	0	0.00	
PREMIUM	1,954,330	0.00	2,650,000	0.00	2,650,000	0.00	0	0.00	
TOTAL - PD	16,310,501	0.00	9,989,000	0.00	9,989,000	0.00	0	0.00	
<b>TOTAL</b>	<b>16,310,501</b>	<b>0.00</b>	<b>9,989,000</b>	<b>0.00</b>	<b>9,989,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$16,310,501</b>	<b>0.00</b>	<b>\$9,989,000</b>	<b>0.00</b>	<b>\$9,989,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

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# CORE DECISION ITEM

Department: Social Services  
 Division: Finance and Administrative Services  
 Core: Receipt and Disbursement - Refunds

Budget Unit: 88853C

## 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS				
EE				
PSD		6,945,000	3,044,000	9,989,000
TRF				
Total		6,945,000	3,044,000	9,989,000
FTE				0.00

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Third Party Liability Collections Fund (0120)  
 Premium Fund (0885)  
 Pharmacy Rebates (0114)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

## 2. CORE DESCRIPTION

Core budget for the Division of Finance and Administrative Services to manage (refund) incorrectly deposited receipts.

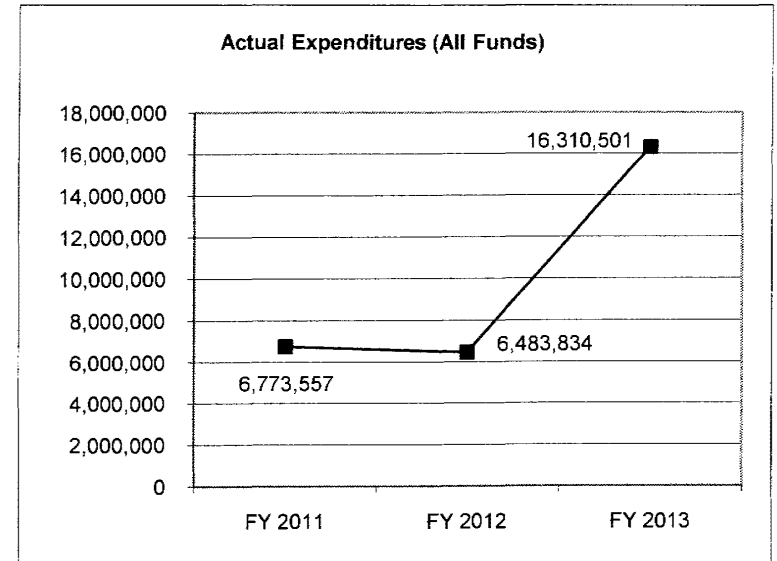
## 3. PROGRAM LISTING (list programs included in this core funding)

Receipt and Disbursement - Refunds .



#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	7,170,450	6,703,000	16,374,206	9,989,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	7,170,450	6,703,000	16,374,206	N/A
Actual Expenditures (All Funds)	6,773,557	6,483,834	16,310,501	N/A
Unexpended (All Funds)	396,893	219,166	63,705	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	309,478	213,103	61,616	N/A
Other	87,415	6,063	2,089	N/A
	(1)	(2)	(3)	(4)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY11 "E" increases of \$26,450 federal fund (0610); \$3,114,000 federal fund (0163); \$50,000 Third Party Liability; \$1,480,000 Premiums

(2) FY12 "E" increases of \$25,000 federal fund (0610); \$2,794,000 federal fund (0163); \$15,000 Third Party Liability (0120); \$1,369,000 Premiums (0885)

(3) FY12 "E" increases and transfers of \$10,122,183 federal fund (0610); \$2,410,405 federal fund (0163); \$12,542 Third Party Liability (0120); \$1,306,419 Premiums (0885)

(4) FY14 "E" authority was removed, additional authority was granted.

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**CORE RECONCILIATION DETAIL**

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**DEPARTMENT OF SOCIAL SERVICES**

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**RECEIPT & DISBURSEMENT-REFUNDS**

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**5. CORE RECONCILIATION DETAIL**

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	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<hr/>							
TAFP AFTER VETOES	PD	0.00	0	6,945,000	3,044,000	9,989,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>6,945,000</b>	<b>3,044,000</b>	<b>9,989,000</b>	
<hr/>							
DEPARTMENT CORE REQUEST	PD	0.00	0	6,945,000	3,044,000	9,989,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>6,945,000</b>	<b>3,044,000</b>	<b>9,989,000</b>	
<hr/>							
GOVERNOR'S RECOMMENDED CORE	PD	0.00	0	6,945,000	3,044,000	9,989,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>6,945,000</b>	<b>3,044,000</b>	<b>9,989,000</b>	
<hr/>							

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
RECEIPT & DISBURSEMENT-REFUNDS								
CORE								
REFUNDS	16,310,501	0.00	9,989,000	0.00	9,989,000	0.00	0	0.00
TOTAL - PD	16,310,501	0.00	9,989,000	0.00	9,989,000	0.00	0	0.00
GRAND TOTAL	\$16,310,501	0.00	\$9,989,000	0.00	\$9,989,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$14,218,629	0.00	\$6,945,000	0.00	\$6,945,000	0.00		0.00
OTHER FUNDS	\$2,091,872	0.00	\$3,044,000	0.00	\$3,044,000	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Receipt and Disbursement--Refunds**

**Program is found in the following core budget(s): Receipt and Disbursement--Refunds**

### 1. What does this program do?

These appropriations allows the Department to make timely deposits of all receipts and then to make refunds or corrections when necessary. Pursuing this method creates additional interest earnings for the state treasury. Delaying the deposit of funds increases the chance that funds will be misused. The State Auditor, who routinely reviews the cash receipt function of the department for accuracy and timeliness, endorses prompt deposit of all funds received. The appropriations also affords the division the authority to make correcting payments in the event funds were originally deposited to an inappropriate fund or when refunds to the payer are required due to an original overpayment.

The Department of Social Services receives hundreds of checks daily. Fiscal integrity and internal controls over cash receipts call for prompt deposit of all funds until a determination can be made as to proper deposit or distribution of the funds. A typical transaction would be when insurance companies and/or other parties liable for medical bills of clients reimburse Medicaid for the entire cost of the care rather than only the portion paid by Medicaid. Later, when the proper amount is determined, a refund is issued from this account for the difference. Another frequent use of this appropriation is to refund a portion of the premium paid by a family when they leave the program.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010.

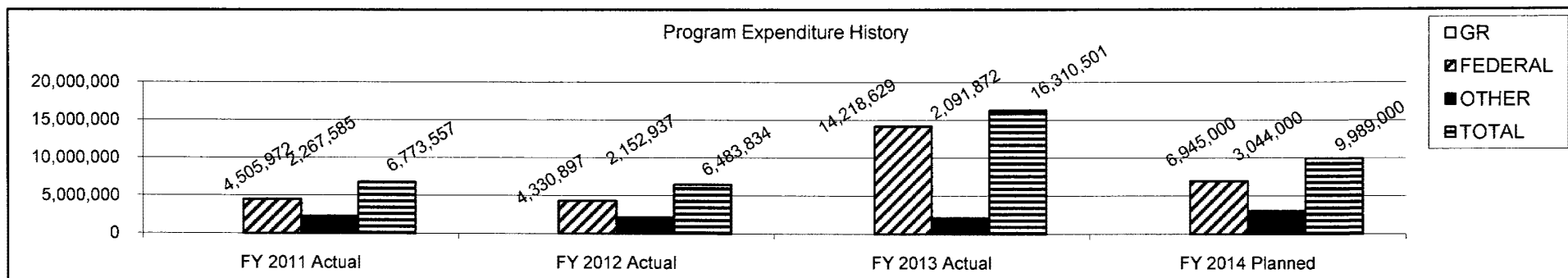
### 3. Are there federal matching requirements? If yes, please explain.

No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



**6. What are the sources of the "Other " funds?**

Pharmacy Rebates (0114), Third Party Liability Collections Fund (0120), and Premium Fund (0885).

**7a. Provide an effectiveness measure.**

SFY	Amount of Refunds Processed	
	Projected	Actual
2011	\$6,300,000	\$6,773,557
2012	\$6,300,000	\$6,483,834
2013	\$6,300,000	\$16,310,501
2014	\$9,989,000	
2015	\$9,989,000	
2016	\$9,989,000	

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Neglected and Delinquent Children**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>NEGLECTED &amp; DELINQUENT CHLDRN</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
GENERAL REVENUE	1,677,116	0.00	1,900,000	0.00	1,900,000	0.00	0	0.00	
TOTAL - PD	1,677,116	0.00	1,900,000	0.00	1,900,000	0.00	0	0.00	
TOTAL	1,677,116	0.00	1,900,000	0.00	1,900,000	0.00	0	0.00	
<b>GRAND TOTAL</b>	<b>\$1,677,116</b>	<b>0.00</b>	<b>\$1,900,000</b>	<b>0.00</b>	<b>\$1,900,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

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# CORE DECISION ITEM

Department: Social Services  
Division: Finance and Administrative Services  
Core: Neglected and Delinquent Children

Budget Unit: 88854C

## 1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request			
	GR	Federal	Other	Total
PS				
EE				
PSD	1,900,000			1,900,000
TRF				
Total	1,900,000			1,900,000
FTE				0.00

<b>Est. Fringe</b>	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

	FY 2015 Governor's Recommendation			
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				
FTE				

<b>Est. Fringe</b>				
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

## 2. CORE DESCRIPTION

Core budget for state payments to counties for juveniles in county detention centers, pursuant to Sections 211.151 and 211.156, RSMo.

## 3. PROGRAM LISTING (list programs included in this core funding)

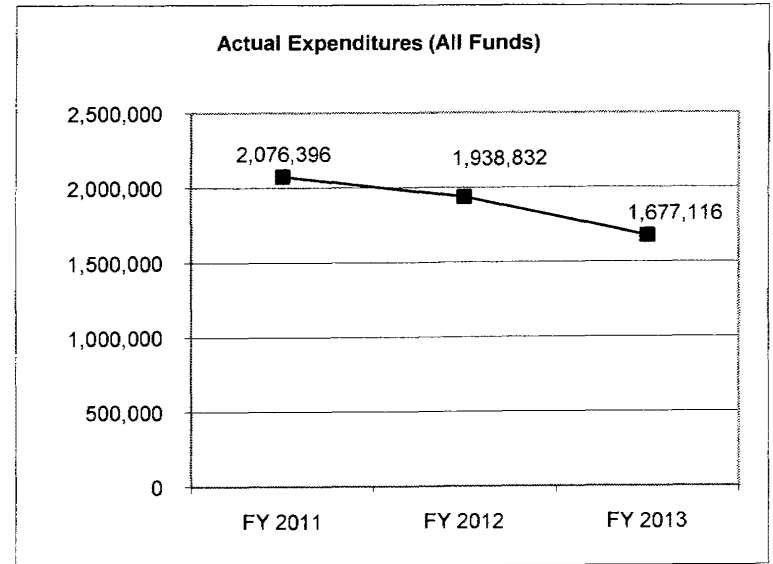
Payments to counties for neglected and delinquent children.



#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	2,100,000	2,100,000	2,100,000	1,900,000
Less Reverted (All Funds)	0	(63,000)	(63,000)	N/A
Budget Authority (All Funds)	2,100,000	2,037,000	2,037,000	N/A
Actual Expenditures (All Funds)	2,076,396	1,938,832	1,677,116	N/A
Unexpended (All Funds)	23,604	98,168	359,884	N/A
Unexpended, by Fund:				
General Revenue	23,604	98,168	359,884	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A

(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY14 Core reduction of \$200,000.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES NEGLECTED & DELINQUENT CHILDRN

#### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	1,900,000	0	0	1,900,000	
	<b>Total</b>	<b>0.00</b>	<b>1,900,000</b>	<b>0</b>	<b>0</b>	<b>1,900,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	1,900,000	0	0	1,900,000	
	<b>Total</b>	<b>0.00</b>	<b>1,900,000</b>	<b>0</b>	<b>0</b>	<b>1,900,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	1,900,000	0	0	1,900,000	
	<b>Total</b>	<b>0.00</b>	<b>1,900,000</b>	<b>0</b>	<b>0</b>	<b>1,900,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
NEGLECTED & DELINQUENT CHLDRN								
CORE								
PROGRAM DISTRIBUTIONS	1,677,116	0.00	1,900,000	0.00	1,900,000	0.00	0	0.00
TOTAL - PD	1,677,116	0.00	1,900,000	0.00	1,900,000	0.00	0	0.00
GRAND TOTAL	\$1,677,116	0.00	\$1,900,000	0.00	\$1,900,000	0.00	\$0	0.00
GENERAL REVENUE	\$1,677,116	0.00	\$1,900,000	0.00	\$1,900,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Neglected and Delinquent Children**

**Program is found in the following core budget(s): Neglected and Delinquent Children**

### 1. What does this program do?

Provides payments to county youth detention programs for juveniles detained in the juvenile justice system. Payments are made in accordance with Section 211.156 RSMo. at a daily rate between \$14 and \$37 established by appropriation. The General Assembly appropriated funds for FY13 to provide a daily reimbursement rate of \$14 as authorized by law.

County detention facilities administered locally by the counties and circuit courts are part of the continuum of services designed to protect Missourians from youth that have entered the juvenile justice system. Counties submit reimbursement requests to the Division of Finance and Administrative Services (DFAS) monthly. The DFAS requires the counties to certify in writing that the child for whom reimbursement is requested has been detained in accordance with state statute.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 211.151, 211.156.

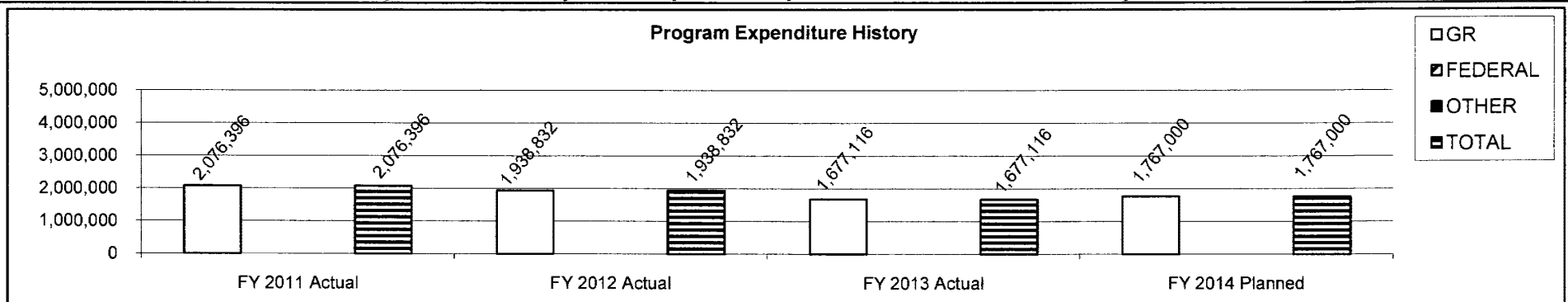
### 3. Are there federal matching requirements? If yes, please explain.

No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2014 expenditures are net of reverted.

Reverted: \$133,000 (General Revenue)

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

Reimbursement affects programs and clients in the Children's Division and the Division of Youth Services. Effectiveness measures are incorporated in these division's program description forms.

**7b. Provide an efficiency measure.**

Reimbursement affects programs and clients in the Children's Division and the Division of Youth Services. Efficiency measures are incorporated in these division's program description forms.

**7c. Provide the number of clients/individuals served, if applicable.**

SFY	Number of Detention Days Reimbursed	
	Projected	Actual
2011	154,000	148,314
2012	154,000	138,488
2013	154,000	119,794
2014	120,000	
2015	120,000	
2016	120,000	

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Division of Legal Services**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>DIVISION OF LEGAL SERVICES</b>									
<b>CORE</b>									
<b>PERSONAL SERVICES</b>									
GENERAL REVENUE	1,625,042	40.68	1,650,707	41.92	1,650,707	41.92	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	3,025,535	75.71	3,044,890	67.69	3,044,890	67.69	0	0.00	
THIRD PARTY LIABILITY COLLECT	495,431	12.41	567,002	13.29	567,002	13.29	0	0.00	
CHILD SUPPORT ENFORCEMENT FUND	167,584	4.17	167,718	3.07	167,718	3.07	0	0.00	
TOTAL - PS	5,313,592	132.97	5,430,317	125.97	5,430,317	125.97	0	0.00	
<b>EXPENSE &amp; EQUIPMENT</b>									
GENERAL REVENUE	86,719	0.00	36,090	0.00	36,090	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	372,895	0.00	665,910	0.00	665,910	0.00	0	0.00	
THIRD PARTY LIABILITY COLLECT	29,353	0.00	114,724	0.00	114,724	0.00	0	0.00	
TOTAL - EE	488,967	0.00	816,724	0.00	816,724	0.00	0	0.00	
<b>TOTAL</b>	<b>5,802,559</b>	<b>132.97</b>	<b>6,247,041</b>	<b>125.97</b>	<b>6,247,041</b>	<b>125.97</b>	<b>0</b>	<b>0.00</b>	
<b>Pay Plan FY14-Cost to Continue - 0000014</b>									
<b>PERSONAL SERVICES</b>									
GENERAL REVENUE	0	0.00	0	0.00	10,487	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	0	0.00	0	0.00	16,927	0.00	0	0.00	
THIRD PARTY LIABILITY COLLECT	0	0.00	0	0.00	3,329	0.00	0	0.00	
TOTAL - PS	0	0.00	0	0.00	30,743	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>30,743</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$5,802,559</b>	<b>132.97</b>	<b>\$6,247,041</b>	<b>125.97</b>	<b>\$6,277,784</b>	<b>125.97</b>	<b>\$0</b>	<b>0.00</b>	

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# CORE DECISION ITEM

Department: Social Services  
Division: Legal Services  
Core: Legal Services

Budget Unit: 88912C

## 1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request				
	GR	Federal	Other	Total
PS	1,650,707	3,044,890	734,720	5,430,317
EE	36,090	665,910	114,724	816,724
PSD				
TRF				
Total	1,686,797	3,710,800	849,444	6,247,041
FTE	41.92	67.69	16.36	125.97

<b>Est. Fringe</b>	870,748	1,606,179	387,565	2,864,492
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Third Party Liability Collections Fund (0120)  
Child Support Enforcement Fund (0169)

FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total
PS				
EE				
PSD				
TRF				
Total				

FTE

<b>Est. Fringe</b>				
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Core funding for the Division of Legal Services (DLS) to provide comprehensive legal support to all program and support divisions in the Department of Social Services.

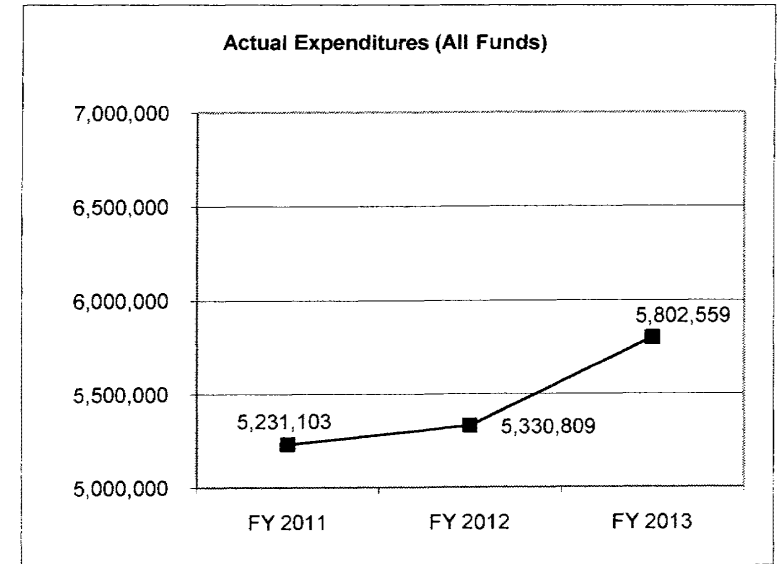
## 3. PROGRAM LISTING (list programs included in this core funding)

Division of Legal Services



#### 4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	6,122,720	5,943,556	6,301,862	6,247,041
Less Reverted (All Funds)	(52,078)	(45,631)	(52,943)	N/A
Budget Authority (All Funds)	6,070,642	5,897,925	6,248,919	N/A
Actual Expenditures (All Funds)	5,231,103	5,330,809	5,802,559	N/A
Unexpended (All Funds)	839,539	567,116	446,360	N/A
Unexpended, by Fund:				
General Revenue	96,326	36,573	59	N/A
Federal	570,772	348,047	293,079	N/A
Other	172,441	182,496	153,222	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

#### NOTES:

(1) FY11 \$296,555 Federal Fund agency reserve for authority in excess of cash, \$80,948 Child Support Enforcement fund agency reserve.

(2) FY12 \$271,354 Federal Fund agency reserve, \$65,948 Child Support Enforcement fund agency reserve.

(3) FY13 \$271,354 Federal Fund agency reserve, \$153,065 Third Party Liability fund agency reserve.

**CORE RECONCILIATION DETAIL**

**DEPARTMENT OF SOCIAL SERVICES**

**DIVISION OF LEGAL SERVICES**

**5. CORE RECONCILIATION DETAIL**

				<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>										
				PS	125.97	1,650,707	3,044,890	734,720	5,430,317	
				EE	0.00	36,090	665,910	114,724	816,724	
				<b>Total</b>	<b>125.97</b>	<b>1,686,797</b>	<b>3,710,800</b>	<b>849,444</b>	<b>6,247,041</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	685	2790		PS	0.00	0	0	0	0	
Core Reallocation	685	2964		PS	0.00	0	0	0	0	
Core Reallocation	685	6353		PS	0.00	0	0	0	(0)	
Core Reallocation	685	1009		PS	(0.00)	0	0	0	0	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				PS	125.97	1,650,707	3,044,890	734,720	5,430,317	
				EE	0.00	36,090	665,910	114,724	816,724	
				<b>Total</b>	<b>125.97</b>	<b>1,686,797</b>	<b>3,710,800</b>	<b>849,444</b>	<b>6,247,041</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				PS	125.97	1,650,707	3,044,890	734,720	5,430,317	
				EE	0.00	36,090	665,910	114,724	816,724	
				<b>Total</b>	<b>125.97</b>	<b>1,686,797</b>	<b>3,710,800</b>	<b>849,444</b>	<b>6,247,041</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>DIVISION OF LEGAL SERVICES</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	28,376	0.97	0	0.00	28,376	1.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	197,977	6.69	138,348	4.00	141,492	4.49	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	282,593	12.78	239,756	11.00	239,756	11.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	305,566	12.19	361,068	13.00	331,692	12.00	0	0.00
RESEARCH ANAL I	34,064	1.00	34,331	1.00	34,331	1.00	0	0.00
EXECUTIVE I	31,211	1.00	28,815	1.00	28,815	1.00	0	0.00
PROGRAM DEVELOPMENT SPEC	43,320	1.00	43,598	1.00	43,598	1.00	0	0.00
CLAIMS & RESTITUTION TECH I	28,582	0.92	102,265	3.05	73,037	2.04	0	0.00
CLAIMS & RESTITUTION TECH II	0	0.00	25,064	1.00	25,064	1.00	0	0.00
INVESTIGATOR I	60,456	2.00	41,042	0.99	71,270	2.00	0	0.00
INVESTIGATOR II	491,444	13.02	666,651	12.75	666,651	12.75	0	0.00
INVESTIGATOR III	651,779	15.66	737,171	15.02	737,171	15.02	0	0.00
HEARINGS OFFICER	0	0.00	42,754	1.00	0	0.00	0	0.00
INVESTIGATION MGR B1	49,004	1.00	129,220	3.00	87,220	2.00	0	0.00
SOCIAL SERVICES MGR, BAND 1	41,750	1.00	0	0.00	42,000	1.00	0	0.00
DIVISION DIRECTOR	91,800	1.00	92,046	1.00	92,046	1.00	0	0.00
DEPUTY DIVISION DIRECTOR	71,941	1.00	72,762	1.00	72,762	1.00	0	0.00
ASSOCIATE COUNSEL	1,372	0.02	0	0.00	0	0.00	0	0.00
LEGAL COUNSEL	1,342,975	26.63	1,419,368	27.43	1,419,368	27.43	0	0.00
HEARINGS OFFICER	1,253,179	28.73	965,213	21.37	1,007,967	22.37	0	0.00
CLERK	10,396	0.50	11,288	0.53	11,288	0.53	0	0.00
TYPIST	0	0.00	3,144	0.49	0	(0.00)	0	0.00
MISCELLANEOUS PROFESSIONAL	54,168	0.79	57,752	1.12	57,752	1.12	0	0.00
SPECIAL ASST PROFESSIONAL	127,993	2.00	56,370	1.00	56,370	1.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	111,560	3.00	154,344	4.00	154,344	4.00	0	0.00
INVESTIGATOR	2,086	0.07	7,947	0.22	7,947	0.22	0	0.00
<b>TOTAL - PS</b>	<b>5,313,592</b>	<b>132.97</b>	<b>5,430,317</b>	<b>125.97</b>	<b>5,430,317</b>	<b>125.97</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	49,409	0.00	132,075	0.00	37,535	0.00	0	0.00
TRAVEL, OUT-OF-STATE	3,690	0.00	543	0.00	543	0.00	0	0.00
SUPPLIES	198,762	0.00	304,576	0.00	363,807	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	31,089	0.00	48,016	0.00	48,325	0.00	0	0.00
COMMUNICATION SERV & SUPP	94,558	0.00	173,626	0.00	173,626	0.00	0	0.00

# DECISION ITEM DETAIL

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
DIVISION OF LEGAL SERVICES								
CORE								
PROFESSIONAL SERVICES	48,097	0.00	43,324	0.00	78,324	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	552	0.00	1,276	0.00	1,276	0.00	0	0.00
M&R SERVICES	23,584	0.00	40,212	0.00	40,212	0.00	0	0.00
MOTORIZED EQUIPMENT	7,564	0.00	30,165	0.00	30,165	0.00	0	0.00
OFFICE EQUIPMENT	13,785	0.00	10,702	0.00	10,702	0.00	0	0.00
OTHER EQUIPMENT	2,487	0.00	11,007	0.00	11,007	0.00	0	0.00
PROPERTY & IMPROVEMENTS	7,192	0.00	380	0.00	380	0.00	0	0.00
BUILDING LEASE PAYMENTS	349	0.00	8,138	0.00	8,138	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	1,751	0.00	2,667	0.00	2,667	0.00	0	0.00
MISCELLANEOUS EXPENSES	6,098	0.00	10,017	0.00	10,017	0.00	0	0.00
TOTAL - EE	488,967	0.00	816,724	0.00	816,724	0.00	0	0.00
GRAND TOTAL	\$5,802,559	132.97	\$6,247,041	125.97	\$6,247,041	125.97	\$0	0.00
GENERAL REVENUE	\$1,711,761	40.68	\$1,686,797	41.92	\$1,686,797	41.92		0.00
FEDERAL FUNDS	\$3,398,430	75.71	\$3,710,800	67.69	\$3,710,800	67.69		0.00
OTHER FUNDS	\$692,368	16.58	\$849,444	16.36	\$849,444	16.36		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### 1. What does this program do?

The Division of Legal Services (DLS) provides comprehensive legal support to all program and support divisions in the Department of Social Services (DSS) to assist these agencies in accomplishing the Department's goals and objectives.

DLS is functionally organized into four major sections:

#### Litigation

The Litigation Section provides legal counsel and representation to the Department of Social Services and its separate divisions. The Chief Counsel for Litigation administers the section and assists the Division Director in providing legal assistance and advice to the DSS Director to ensure that the programs and policies of the Department are implemented in the manner provided by law. Litigation attorneys are based in offices in Jefferson City, St. Louis, Independence and Springfield. The primary focus of the litigation attorneys is to provide legal representation to the Children's Division (CD) in Juvenile Court to support the children in achieving safe, stable, permanent homes. Additional duties include:

- providing legal advice and representation to the child abuse and neglect hotline system, and defending the decisions made by the Department in Circuit Court;
- providing competent and zealous litigation support to CD in child abuse and neglect investigations, enhancing the effectiveness of that program by ensuring that perpetrators of abuse and neglect are properly identified in the Central Registry;
- providing legal advice, training and courtroom representation for CD in the Juvenile and Circuit Courts of the State;
- providing legal advice and representation to CD on matters relating to licensure of foster homes, including actions pertaining to sanctioning of these entities;
- providing legal research to the Department's General Counsel and the program divisions;
- reviewing proposed legislation and preparing fiscal notes;
- assisting in the review and drafting of contracts between divisions and nongovernment service providers;
- reviewing and drafting memorandums of understanding between the department/divisions and other governmental entities;
- providing legal advice and courtroom representation to the Division of Youth Services to assure that its mission of addressing the needs of delinquent youth is attained;
- providing legal advice and counsel to the MO HealthNet Division in administering the MO HealthNet program;
- providing legal advice, representation and counsel to the Family Support Division in administering the income maintenance and child support programs;
- serving as a liaison between the Department and its divisions and the Missouri Attorney General's Office on cases involving litigation involving the Department; and
- providing legal advice and counsel to the other support divisions within the Department.

### Administrative Hearings

The Administrative Hearings Section is comprised of hearing officers based in Jefferson City, St. Louis and Independence who conduct hearings related to child support enforcement and public benefits. The licensed attorneys who conduct child support hearings are qualified and trained to provide full and fair hearings in all facets of the child support process, including enforcement, establishment, and modification of administrative child support orders.

Hearing officers within the Administrative Hearings Section also provide full and fair administrative hearings for public benefit and service recipients who are challenging a decision of the Family Support Division or the MO HealthNet Division. These due process hearings provide a forum for determining whether the denial or termination of public benefits or services was justified. Providing full and fair administrative hearings and rendering decisions expeditiously, these hearing officers are able to provide due process to all participants and promote the integrity of state programs, including food stamps, cash assistance, and medical assistance programs.

Hearing officers also hear provider appeals of Children's Divisions' decisions to deny or revoke the registration of child care providers from the state's childcare subsidy program and conduct hearings on adoption and foster home licensure.

### Investigations

The Investigation Section is divided into three units: Welfare Investigations, Claims and Restitution, and Special Assignment Unit.

The Welfare Investigation Unit (WIU) is divided into five regions: Independence, St. Louis, Jefferson City, Springfield, and Sikeston. The WIU primarily investigates allegations of recipient fraud and abuse involving the various public assistance programs administered by DSS including but not limited to: Food Stamps, TANF, Blind Pension, Child Care (recipient and provider), MO HealthNet (MHD), Energy Assistance, and complaints of EBT trafficking. WIU also investigates employee threat referrals from all divisions of DSS.

The Claims and Restitution (C&R) unit operates and manages the Claims Accounting Restitution System (CARS). The CARS system tracks the establishment and collection efforts of all claims in the public assistance programs administered by DSS. The C&R unit also administers the Treasury Offset Program (TOP). The TOP provides for the intercept of individuals' federal income tax refunds to satisfy outstanding food stamp overpayments.

The Special Assignment Unit (SAU) is responsible for conducting criminal, personnel, and internal investigations to strengthen departmental integrity and for furnishing technical support and investigative assistance to the various DSS divisions in their administration and control of departmental programs. The SAU also locates persons owing monies to the Department of Social Services, as well as other state agencies, identifies their resources, initiates collection actions, monitors payments and takes appropriate action on delinquent accounts, conducts background investigations and associated research in support of DSS investigations and conducts background checks on prospective DSS employees.

The General Assignment Unit (GAU) is divided into two sub-units: Special Assignment Unit (SAU) and Location and Tracking Unit (LTU). The SAU is responsible for conducting criminal, personnel, and internal investigations to strengthen departmental integrity and for furnishing technical support and investigative assistance to the various DSS divisions in their administration and control of departmental programs. The LTU locates persons owing monies to the Department of Social Services, as well as other state agencies, identifies their resources, initiates collection actions, monitors payments and takes appropriate action on delinquent accounts, conducts background investigations and associated research in support of DSS investigations and conducts background checks on prospective DSS employees.

### State Technical Assistance Team

The State Technical Assistance Team (STAT) assists in the investigation of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality cases, as described in Sections 660.520 to 660.527, RSMo, upon the request of local, state or federal law enforcement, prosecuting officials, Department of Social Services staff, representatives of the family courts, medical examiner, coroner or juvenile officer. As licensed peace officers by the Director of the Department of Public Safety pursuant to Chapter 590, RSMo, STAT investigators are deemed peace officers and have powers of arrest, limited to offenses involving child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality. STAT assists county multidisciplinary teams in the development and implementation of protocols for the investigation and prosecution of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality.

STAT also manages Missouri's Child Fatality Review Program (RSMo 210.192, et. al.) with multidisciplinary panels in 114 counties and the City of St. Louis. Based on information received, risks to children are identified and prevention strategies are developed.

DLS also coordinates the department's compliance with the federal Health Insurance Portability and Accountability Act (HIPPA). HIPPA requires that the Department have a privacy officer to oversee the Department's implementation of HIPPA standards within the Department and training of Department employees on HIPPA standards and the continuous compliance with the rules.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 58, 194, 205, 207, 208, 210, 211, 219, 452, 453, 454, 455, 456, 473, 621, 660 RSMo.; Medicaid 42 USC Chapter 7 subchapter XIX, Section 1396; 20 CFR404 1001-1096; 1501-1675 subchapter 8(1,2); 42 CFR440-441,483; 45 CFR205 and 206; TANF 45 CFR 233, 261, 262; 7 CFR 273.15; 7 CFR 273.16(e); 45 CFR 303.101; 45 CFR 302.50; 45 CFR 302.70 (2); 45 CFR 303.8(B); 45 CFR 303.100; 45 CFR 303.105; 7 CFR Section 273.18; 42 CFR Section 456.3(a); CFR Section 456.1--456.23; 42 USC Section 5106a; 42 USC Sections 670-680.

### **3. Are there federal matching requirements? If yes, please explain.**

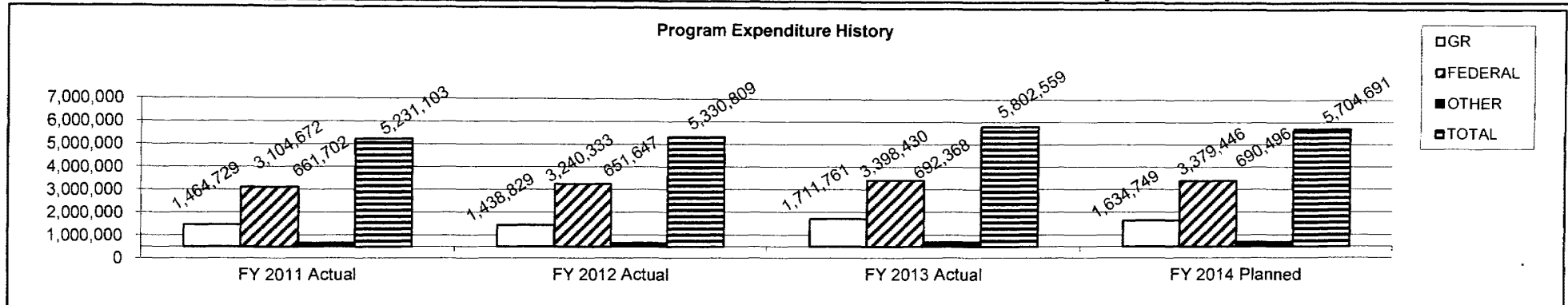
Federal matching requirements depend on the program DLS is supporting. For example, expenditures related to seeking permanency for children in the care and custody of the Children's Division could be eligible for the IV-E administrative match of 50% federal/50% state. Other expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

### **4. Is this a federally mandated program? If yes, please explain.**

Yes, in some areas. The Division of Legal Services (DLS) performs administrative hearings for the following federally mandated programs: MO HealthNet, TANF, Food Stamps and Child Support. DLS provides investigation services for food stamp fraud, claims and restitution and MO HealthNet fraud. The litigation section manages cases related to MO HealthNet utilization, child protection and permanency planning in the areas of foster care, adoption and reunification.

A complete list of federal mandates can be found with each program description in the Divisions that administer the above listed programs.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2014 expenditures are net of reserves and reverted.

Reverted: \$52,048 General Revenue

Reserves: \$490,350 (\$331,354 Federal and \$158,948 Other)

**6. What are the sources of the "Other " funds?**

Third Party Liability Collections Fund (0120) and Child Support Enforcement Fund (0169).

**7a. Provide an effectiveness measure.**

Average Number of Months Between Permanency Planning Case Assignment to Attorney and Closure		
SFY	Projected	Actual
2011	12.0	13.0
2012	12.0	10.0
2013	12.0	12.0
2014	12.0	
2015	12.0	
2016	12.0	

Average Number of Days Between the Date a Child Support Hearing Request is Received to the Date of the Hearing		
SFY	Projected	Actual
2011	200	198
2012	90	46
2013	90	23
2014	30	
2015	30	
2016	30	



**7b. Provide an efficiency measure.**

Annual Recovered Amount of Fraudulently Received Public Assistance Benefits		
SFY	Projected	Actual*
2011	\$1.5 million	\$1.5 million
2012	\$1.5 million	\$1.7 million
2013	\$1.7 million	\$1.7 million
2014	\$1.7 million	
2015	\$1.7 million	
2016	\$1.7 million	

\*Includes money collected from the Treasury Offset Program.

**7c. Provide the number of clients/individuals served, if applicable.**

SFY	Number of Protective Service Cases Closed		Hearing Section Decisions		Investigations Concluded (Investigation Section)		Criminal Investigation Concluded (STAT)	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
2011	1,450	948*	26,000	25,053	6,500	5,034	225	212
2012	1,100	1,171	26,000	30,815	6,500	3,380	225	234
2013	1,100	1,251	29,934	30,815	6,500	3,724	225	164**
2014	1,100		30,000		5,000		200	
2015	1,100		30,000		5,000		200	
2016	1,100		30,000		5,000		200	

\*DLS/Litigation has experienced a decline in the number of protective services cases closed. This is due, in part, to the fact that DSS/DLS has changed the permanency planning case mix to focus on more complex litigation, such as Termination of Parental Rights cases to focus on making foster children available for adoption. DLS has a number of permanency planning cases with delayed closure because they are on appeal. Finally, there are some courts that have delayed closing permanency cases to give the parents additional time to resolve the problems that resulted in their children being brought into care. DLS attorneys have also closed an additional 2,496 cases of other types that are not reflected in the Permanency Planning case closure statistics. In addition to the recorded individual cases, DLS attorneys provide legal advice and legal research to the Department of Social Services and its divisions on all aspects of DSS operations, including, but not limited to: contract drafting and contract administration, drafting and enforcing administrative regulations, child support enforcement, training DSS staff on legal issues impacting staff operations, administration of the MO HealthNet's cost recovery program, drafting bill reviews and fiscal notes, assisting legislators with constituent inquiries, and other matters.

\*\*STAT experienced a decrease in concluded cases due to investigative staff turnover. Additionally, due to the complexity of cases where field investigations involved high technology examinations of computer and mobile devices, separate case numbers were not assigned for the examinations, making it simpler to maintain reports and evidence all under one case number.

**7d. Provide a customer satisfaction measure, if available.**

N/A